



**Franklin City Council Agenda
November 14, 2022
Council Chambers
207 West Second Avenue
Franklin, Virginia 23851**

6:00 P.M.

Franklin City Council will meet in closed session pursuant to 2.2-3711-A-3 for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body specifically potential acquisition of property on North High Street.

7:00 P.M.

Regular Meeting

CALL TO ORDER. MAYOR FRANK M. RABIL
PLEASE TURN OFF CELL PHONES. MAYOR FRANK M. RABIL
PLEDGE OF ALLEGIANCE
CITIZEN'S TIME
AMENDMENTS TO AGENDA

- 1. CONSENT AGENDA:**
 - A. Introduction of New Employee
 - B. Approval of September 26, 2022 and October 24, 2022 meeting minutes
 - C. Small Business Saturday Resolution 2022-27

- 2. FINANCIAL MATTERS**
 - A. FY 22 Audit Presentation
 - B. FY 24 Budget Calendar
 - C. Budget Amendment 2023-9

- 3. OLD/ NEW BUSINESS:**
 - A. 5th Judicial Circuit Drug Treatment Program Overview
 - B. Legislative Agenda
 - C. Tourism ARPA Plan of Action
 - D. Juneteenth Cultural Celebration aka Virginia Mardis Gras
 - a. Resolution 2022-26
 - E. City Manager's Report

- 4. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS**

5. CLOSED SESSION

I move that the City of Franklin, Virginia City Council adjourn into a closed meeting pursuant to Virginia Code Section 2.2-3711-A-1, 1. discussion of appointments to boards and commissions, and discussion of performance of employees of the public body to discuss the following subject or subjects:, Industrial Development Authority, HRPDC Community Advisory Committee, Franklin Redevelopment and Housing Authority and

2.2-3711-A-5, Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community specifically along Pretlow Industrial Park, Armory Drive, Downtown Franklin, Morton Drive, and Franklin Regional Airport.

Motion Upon Returning to Open Session- I move that the City of Franklin, Virginia City Council certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on November 14, 2022; (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (iii) no action was taken in closed meeting regarding the items discussed.

6. ADJOURNMENT

Closed Session & Regular City Council Meeting Minutes September 26, 2022

Call to order

The Franklin City Council held a Closed Session pursuant to Virginia Code Section 2.2-3711.A.29, for the specific purpose of interviewing architectural firms for the City of Franklin, on September 26, 2022 at 5:30 P.M. in the City Council Chambers located at 207 West Second Avenue, Franklin, Virginia 23851.

Council Members in Attendance: Frank Rabil, Mayor; Robert “Bobby” Cutchins, Vice-Mayor; Councilman Linwood Johnson (5:52 P.M.); Councilwoman Wynndolyn Copeland; Councilman Mark Kitchen; Councilman Ray Smith; Councilman Gregory McLemore.

Council Members not in Attendance:

Staff in Attendance: Amanda Jarratt, City Manager.

Other Staff in Attendance: Steve Patterson, Chief of Police; Carlee Gurskiy, Director of Community Development; Chad Edwards, Director of Public Works; Steve Watson, Deputy Director of Public Works; Robert Porti, Deputy Chief of Police; Lin Darden, General Maintenance Superintendent.

Councilman Mark Kitchen made a motion to go into closed session, with a second from Councilwoman Wynndolyn Copeland.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Vice Mayor Bobby Cutchins	Aye
Mayor Frank Rabil	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Frank Rabil affirmed the motion carried unanimously.

Motion Upon Returning to Open Session

Councilman Mark Kitchen move that the City of Franklin, Virginia City Council certify that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on September 26, 2022; (ii) only such public business matters as were identified in the motion convening the closed meeting were

heard, discussed or considered by the City of Franklin, Virginia City Council; and (iii) no action was taken in closed meeting regarding the items discussed. The motion was seconded by Councilwoman Wynndolyn Copeland.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Vice Mayor Bobby Cutchins	Aye
Mayor Frank Rabil	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

The September 26, 2022 City Council Closed Session was adjourned at 6:54 P.M.

Call to order

The Franklin City Council held a regular City Council meeting on September 26, 2022 at 7:00 P.M. in the City Council Chambers located at 207 West Second Avenue, Franklin, Virginia 23851.

Council Members in Attendance: Frank Rabil, Mayor; Robert “Bobby” Cutchins, Vice-Mayor; Councilman Linwood Johnson (7:04 P.M.); Councilwoman Wynndolyn Copeland; Councilman Mark Kitchen; Councilman Ray Smith; Councilman Gregory McLemore.

Council Members not in Attendance:

Staff in Attendance: Amanda Jarratt, City Manager; A’Risha Jones, Executive Assistant, recording minutes.

Other Staff in Attendance: Steve Patterson, Chief of Police; Robert Porti, Deputy Chief of Police; Vernie Francis; Chief of EMS; Carlee Gurskiy, Director of Community Development; Chad Edwards, Director of Public Works; Steve Watson, Deputy Director of Public Works; Dinah Babb, Treasurer; Selenia Boone, Commissioner of the Revenue; Zach Wright, Director of Power & Light; Carson Blythe, Director of Tourism; Camara Jacobs, Director of Human Resources; Tracy Spence, Director of Finance; Sarah Rexrode, Director of Social Services

Citizen’s Time

No citizens signed up at this time.

Amendments to Agenda

Mayor Frank Rabil asked if there any amendments to the agenda. There are no amendments at this time.

Consent Agenda:

A. Approval of September 12, 2022 Meeting Minutes.

Mayor Frank Rabil asked if there were any corrections or additions for the September 12, 2022 meeting minutes.

Mayor Frank Rabil entertained a motion to approve the September 12, 2022 meeting minutes as presented. Councilman Mark Kitchen made a motion to approve the September 12, 2022 meeting minutes with a second from Councilwoman Wynndolyn Copeland.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Vice Mayor Bobby Cutchins	Aye
Mayor Frank Rabil	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Frank Rabil affirmed the motion carried unanimously.

B. Introduction of New Employees

City Manager called Ms. Sarah Rexrode, Director of Social Services to come forward to introduce the departments' new employees.

Ms. Rexrode introduced the new employees for the Human Services Assistant, Benefit Program Specialist, and Family Service Specialist positions; Ms. Joanna McBride, Ms. Reshirmar Cofield, Ms. Claressa Strawn, Ms. Timi Perry, Ms. Latoya Evans, and Ms. Nachelae Harper.

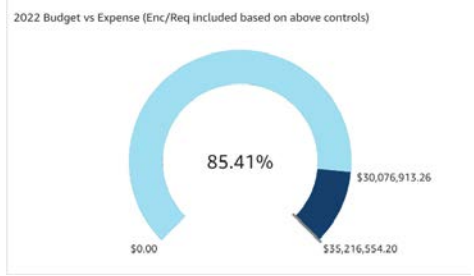
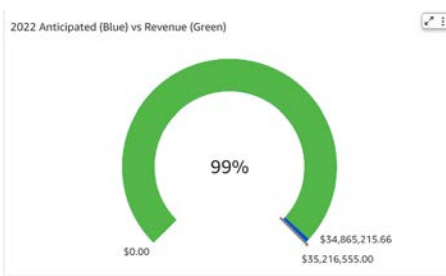
Mayor Frank Rabil and Council congratulated and welcomed the new employees to the City of Franklin team.

Financial Matters:

A. FY 23 Financial Overview

City Manager Amanda Jarratt called Ms. Tracy Spence, Director of Finance to come forward and discuss with Council the end of year audit results.

FY22 General Fund Budget vs. Actual



Yearly Comparison of General Fund's Actual Expenses to Actual Revenues



Positive Variances for FY22

General Fund FY22 Positive Variances:

Revenue:		
Local Tax Revenue	\$	214,000
Vacancy Savings:		
Vacancy Savings		774,000
Savings Due to Supply Chain Issues:		
Open Purchase Orders at June 30, 2022 - Carryover to FY23	\$	71,000
Department Head Carryover Requests to FY23		205,000
Council Approved Projects Not Completed at June 30, 2022 - Carryover to FY23		2,782,000
		<u>3,058,000</u>
VDOT		
Restricted for VDOT		588,000
		<u>\$ 4,634,000</u>

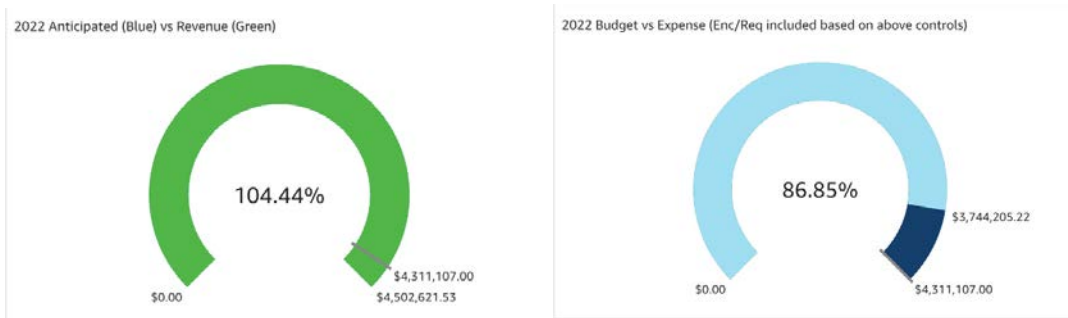
Revenue & Expenditure Summary

General Fund - FY22 Net Change in Unassigned Fund Balance		
Revenue	\$	34,865,216
Expenditures		(30,079,505)
	Excess of Revenues over Expenditures	\$ 4,785,711
Recommended Restricted Fund Balance:		
Fire & Rescue-CIP		(200,000)
Committed Fund Balance:		
Purchase Orders - Outstanding contracts at June 30, 2022		(70,982)
Restricted Fund Balance by Previous Council Action:		
Budget Amendment 2023-1 & 3: Council Approved Projects		(2,782,581)
Restricted Fund Balance - VDOT:		
		(588,123)
Recommended Additional Assigned Fund Balance:		
Recommended Budget Amendment 2023-4: Department Head Carryover Requests from FY22		(226,876)
Recommended Budget Amendment 2023-4: Department Head Request from FY22 EMS Contract		(145,000)
	Increase in Unassigned Fund Balance, FY22	<u>\$ 772,149</u>

Unassigned General Fund Balance

<i>FY22 Unaudited Unassigned Fund Balance</i>	\$	10,671,207
<i>General Fund Balance Policy Evaluation</i>		
<i>FY 21-22 Revised Budget</i>	\$	35,216,554
<i>Percentage of General Fund Balance</i>		30.30%
<i>Minimum Balance Needed for 15% Policy Compliance</i>	\$	5,282,483.10
<i>Minimum Balance Needed for 25% Policy Recommended</i>	\$	8,804,138.50
<i>Amount In Excess of Policy Minimum</i>	\$	5,388,724
<i>Amount In Excess of Policy Recommended</i>	\$	1,867,069

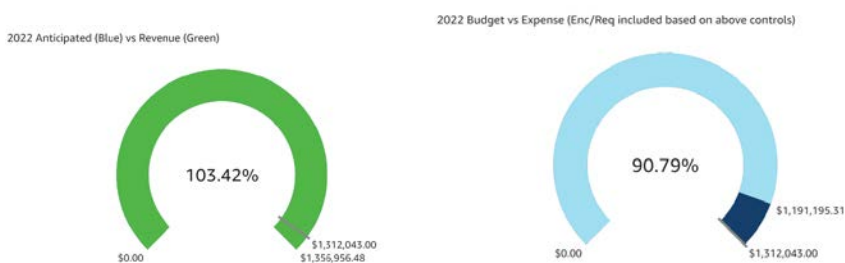
FY22 Water & Sewer Fund Budget vs. Actual



Yearly Comparison of Water & Sewer Fund Actual Expenses to Actual Revenues

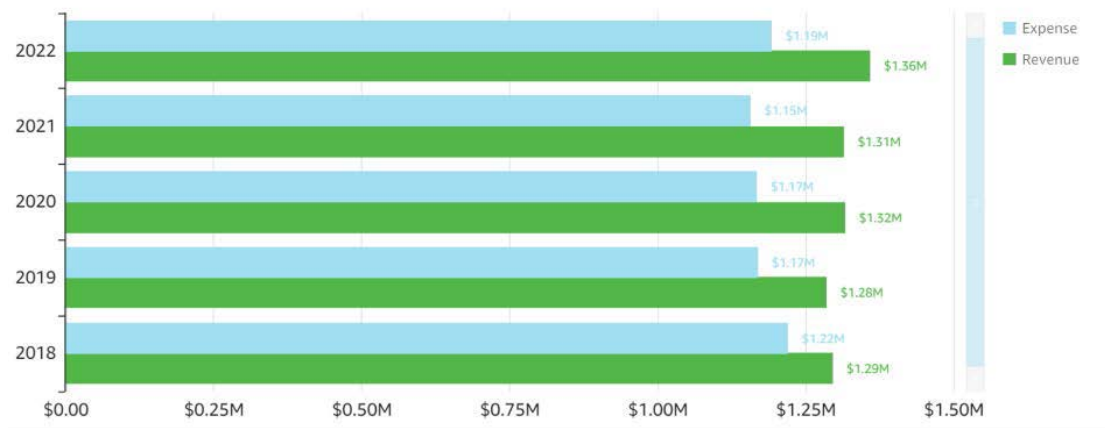


FY22 Solid Waste Fund Budget vs. Actual



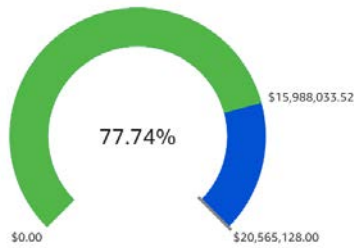
Yearly Comparison of Solid Waste Fund Actual Expenses to Actual Revenues

Expense (Enc/Req included based on above controls) vs Revenue by Year

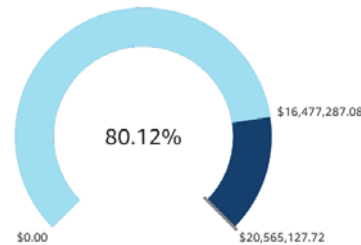


FY22 Electric Fund Budget vs. Actual

2022 Anticipated (Blue) vs Revenue (Green)



2022 Budget vs Expense (Enc/Req included based on above controls)



Yearly Comparison of Electric Fund Actual Expenses to Actual Revenues

Expense (Enc/Req included based on above controls) vs Revenue by Year



B. Budget Amendment 2023-4, 2023-5, 2023-6

Budget Amendment 2023-4

The 2022-2023 City Budget is hereby amended to:

1. Appropriate General Fund's unassigned fund balance for FY22 unspent funds for goods and services primarily related to delay in performance due to the pandemic;
2. Appropriate General Fund's unassigned fund balance for 10 SCBAs and a shed for the City's disaster response trailers;

3. Adjust use of General Fund’s restricted fund balance to align with FY22 final budget related to College Drive Park renovations;
4. Appropriate FY22 VDOT carryover budget for Street Improvements;
5. Appropriate Restricted Fund Balance & ARPA funding related to the Engine 2 replacement in the FY23 CIP; and
6. Adjust use of Foundation Grant Fund’s restricted fund balance to align with FY22 final budget related to Camp Foundation Grant Police operations.

Councilman Linwood Johnson made a motion to approve Budget Amendment 2023-4 in its entirety, with a second from Councilwoman Wynndolyn Copeland.

The motion carried the vote 7-0.

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye
Vice Mayor Bobby Cutchins	Aye
Mayor Frank Rabil	Aye

Mayor Frank Rabil affirmed the motion carried unanimously.

Resolution Transfer of Funds for Fire and Emergency Medical Services

**CITY OF FRANKLIN, VIRGINIA
RESOLUTION OF CITY COUNCIL
TRANSFER OF FUNDS FOR FIRE AND EMERGENCY MEDICAL SERVICES**

WHEREAS, the City Council of the City of franklin, Virginia (“City Council”) has committed to the expenditure of certain funds for fire and emergency medical services in the City of Franklin; and

WHEREAS, for this purpose, City Council desires to transfer to the Capital Projects Funds (Fund 200) and to restrict the use of a designated amount of funds; and

WHEREAS, sufficient funds exist in the general fund (Fund 100) to transfer to the Capital Projects Fund to accomplish this objective.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA; That the transfer of funds in the amount of Two Hundred Thousand Dollars (\$200,000) from the General Fund (Fund 100) to the Capital Projects Fund (Fund 200) is hereby **APPROVED**, and that the use of the said funds is restricted for the purpose of funding fire and emergency medical services projects and expenditures for the City of Franklin, Virginia.

CERTIFICATION OF ADOPTION OF RESOLUTION

The undersigned Clerk of the City Council of the City of Franklin, Virginia hereby certifies that the Resolution set forth above was adopted during an open meeting on September 26, 2022, by the City Council with the following votes:

Mayor Frank Rabil
Councilmember Mark Kitchen
Councilmember Ray Smith
Councilmember Gregory McLemore
Councilmember Linwood Johnson
Councilmember Wynndolyn Copeland
Councilmember Robert Cutchins

Signed this ____ day of _____, 2022.

By: _____
Clerk, City Council of the City of Franklin, Virginia

Councilman Linwood Johnson made a motion to approve Resolution to Transfer Funds for the Fire and Emergency Medical Services, with a second from Councilwoman Wynndolyn Copeland.

The motion carried the vote 7-0.

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye
Vice Mayor Bobby Cutchins	Aye
Mayor Frank Rabil	Aye

Mayor Frank Rabil affirmed the motion carried unanimously.

Budget Amendment 2023-5

The 2022-2023 City Budget is hereby amended to:

1. Appropriate the Series 2022 General Obligation Line of Credit Note proceeds of \$2,000,000 received in September for the Franklin Public City Schools for the Roofing Projects;
2. Appropriate General Fund's unassigned fund balance for FY23 debt service on the \$2,000,000 proceeds; and
3. Appropriate future proceeds from the Series 2022 General Obligation Line of Credit Note in the amount of \$2,000,000 and \$180,000 from the Series 2019B Bonds to fund the Franklin JDR/District Court Design & Renovation and the National Guard Armory Gym Design & Renovation. This is combining the FY23 & FY24 CIP project cost all to FY23 so RFPs can be issued.

Councilman Linwood Johnson made a motion to approve Budget Amendment 2023-5, with a second from Councilman Mark Kitchen.

The motion carried the vote 7-0.

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye
Vice Mayor Bobby Cutchins	Aye
Mayor Frank Rabil	Aye

Mayor Frank Rabil affirmed the motion carried unanimously.

Budget Amendment 2023-6

That the 2022-2023 City Budget is hereby amended to:

1. Recognize grant revenue from VRSA and to appropriate such revenue for new use;
2. Appropriate General Fund's unassigned fund balance to hire a part time Parks & Recreation staff for a Friday day camp as well as assist in evening hours, weekends, spring/winter break camps; and
3. Recognize grant revenue from Virginia Part C Early Intervention and to appropriate such revenue for new use.

City Manager Amanda Jarratt stated the City received a VRSA grant which gives the ability to appropriate the funds. Franklin City Public Schools approved a four day school week, a huge demand from parents about what to do with their children on the days they are not in school, as Council knows, the City has for years have successfully partnered with the Boys and Girls Club for Summer Jam. With the need for programs, the Boys and Girls Club have partnered with the Parks & Recreation department to create a Friday camp.

Councilman Gregory McLemore made a motion to approve Budget Amendment 2023-6, with a second from Councilwoman Wynndolyn Copeland.

The motion carried the vote 7-0.

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Councilman Ray Smith	Aye

Councilman Gregory McLemore **Aye**

Vice Mayor Bobby Cutchins **Aye**

Mayor Frank Rabil **Aye**

Mayor Frank Rabil affirmed the motion carried unanimously.

Old/New Business:

A. Blackwater Regional Library update

City Manager Amanda Jarratt called Mr. Ben Neal, Library Director to come forward and discuss the activities available at the Franklin Blackwater Regional Library.

Mr. Ben Neal discussed that Franklin Branch Library during fiscal year 2021-2022 had over 29,000 visits (+91% over previous years), there were 42k+ items circulated (+13%), over 7,000 internet sessions provided to the public via in-house computers, 24/7 Wi-Fi and MiFi hotspots, approximately 70 hours of staff time devoted to assisting nearly 2,000 library patrons, over 150 in-person programs reaching over 3,400 people. New Thursday hours will be starting this month, 12 noon- 8:00 p.m. to respond to community demand for more evening hours. Patrons may check out (i.e. cake pans, car check engine light diagnostic scanners) several resources. The Franklin Library had a successful 2022 Summer Reading program, with area families checking out over 3,000 children's and youth books, 12 programs were offered for area youth, each averaging about 100 attendees. Virginia Living Museum, Bright Star Theater, and other prominent children's programming experts in the area were among the presenters. Coming this fall, eBooks happy hour, paws to read, little explorer story time, and more.

Mayor Frank Rabil and Councilman Gregory McLemore thanked Mr. Neal and the efforts of the Blackwater Regional Library.

B. Isle of Wight County Enterprise Zone Expansion

City Manager Amanda Jarratt stated some will recall, when International Paper first closed, the General Assembly created a joint enterprise zone with the City of Franklin, Southampton County, and Isle of Wight County. This expansion has worked very well since 2011, Isle of Wight County would like to expand their enterprise zone, which was outlined in a detailed letter from Isle of Wight County Administrator Mr. Randy Keaton. Attached to the letter are the narrative and the maps of the areas Isle of Wight would like to expand to. Each of the enterprise zone expansion applications requires a signature of the CAO of the other two municipalities. This has been a wonderful collaboration between the three communities. The action desired is the approval of authorization of City Manager Amanda Jarratt signature on the Isle of Wight enterprise expansion zone application.

Councilman Linwood Johnson made a motion to approve the authorization of City Manager signature for the Isle of Wight County Enterprise Zone Expansion, with a second from Councilman Gregory McLemore.

The motion carried the vote 7-0.

The vote was as follows:

Councilman Linwood Johnson **Aye**

Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye
Vice Mayor Bobby Cutchins	Aye
Mayor Frank Rabil	Aye

Mayor Frank Rabil affirmed the motion carried unanimously.

C. Memorandum of Understanding – Franklin City Public Schools

City Manager Amanda Jarratt stated this was briefly discussed during the last meeting, upon review of the insurance policies, it became apparent there needed to be a Memorandum of Understanding between the City of Franklin and Franklin City Public Schools, because they do park their buses on City property. The School Board proactively reviewed and adopted the Memorandum of Understanding and a signed copy from the chairman has been received.

Vice Mayor Bobby Cutchins made a motion to approve the Memorandum of Understanding between the City of Franklin, Virginia and the School Board of the City of Franklin, with a second from Councilman Linwood Johnson and Councilwoman Wynndolyn Copeland.

The motion carried the vote 7-0.

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye
Vice Mayor Bobby Cutchins	Aye
Mayor Frank Rabil	Aye

Mayor Frank Rabil affirmed the motion carried unanimously.

D. Juneteenth Cultural Festival aka Virginia Mardi Gras

City Manager Amanda Jarratt stated that Councilman Gregory McLemore has requested time to provide a presentation to City Council regarding a Juneteenth Cultural Festival also known as Virginia Mardi Gras. City Manager Amanda Jarratt has outlined potential action for Council consideration after the discussion.

Councilman Gregory McLemore would like to table any actions after discussion, Councilman McLemore would like to get further information to present and, was not able to obtain some information needed from Economic Development and Department of Tourism, which would be vital for Council to make decisions. To give an idea of what the Juneteenth celebration is about, it is an economic stimulus program designed to bring revenue to the City for much needed expenses and bills that the City has without having to receive revenue from the citizens. Partnering with a non-profit 5013C to put on the two-day event that would start with a wreath ceremony at the slave cemetery/monument, Virginia high school and college band parade, HBCU competition, cheer competitions, celebrity family feud for charity, celebrity Hollywood squares for charity, a live nation recording artist, runway fashion show, black history plays, family shack races, 3 live local bands, celebrity impersonators, corn hole tournament, African dancers and drummers, 4 live disc jockeys, massive vendors, and firework display. This is to take place at 4 different parks all at the same time and the expenses are to be paid for by corporate and national sponsors. The City is to make money from utilizing the 518 acres of Airport for parking, we have a very ambitious goal for this program of trying to attract 100,000 visitors to Franklin for this event. The City can make money from the parking and using shuttle buses, the HBCU band competition should bring in supporters of the HBCU colleges routing for their college band hopefully to win the monies for competition.

No action taken at this time.

E. City Managers Report

City Manager Amanda Jarratt stated staff is closely watching Hurricane Ian, there are a significant amount of events to take place this weekend with Fall Festival, and a decision will be made later on in the week. Social media outlets will be kept up-to-date with any decisions that will be made regarding this weekend events and Hurricane Ian.

General Updates

- Staff continues to work on the various capital projects approved by City Council.
- Staff continues to work with DHCD and Summit Engineering on the Laurel Street CDBG Grant. Client intake and income verifications have begun.
- We received three proposals for the City of Franklin Transit Feasibility Study. Staff is in the process of working DRPT to score the proposals.
- Staff continues to meet with regional partners to discuss next steps on the regional radio system as well as violence and crime prevention.

Community Events

- Fall Festival September 30th and October 1st
- Franklin Cruise In Finale October 8th
- Holiday Parade December 2nd

Council/Staff Reports on Boards/Commissions:

Councilman Linwood Johnsons stated that Southampton County Jail will be putting in a new boiler, in the meantime some inmates will be transported to Western Tidewater Regional Jail.

Mayor Frank Rabil relayed that City Manager and himself attended the Mayor's and CAO roundtable on crime, they are currently working on putting some good things together.

Adjournment

Councilman Mark Kitchen made a motion to adjourn the September 26, 2022 City Council meeting with a second from Councilman Linwood Johnson.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Vice Mayor Bobby Cutchins	Aye
Mayor Frank Rabil	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Frank Rabil stated the meeting stands adjourn.

The September 26, 2022 City Council meeting was adjourned at 8:01 P.M.

Mayor

Clerk to City Council

Regular City Council Meeting Minutes October 24, 2022

Call to order

The Franklin City Council held a regular City Council meeting on October 24, 2022 at 7:00 P.M. in the City Council Chambers located at 207 West Second Avenue, Franklin, Virginia 23851.

Council Members in Attendance: Robert “Bobby” Cutchins, Vice-Mayor; Councilman Linwood Johnson; Councilwoman Wynndolyn Copeland; Councilman Mark Kitchen; Councilman Ray Smith; Councilman Gregory McLemore.

Council Members not in Attendance: Frank Rabil, Mayor

Staff in Attendance: Amanda Jarratt, City Manager; A’Risha Jones, Executive Assistant, recording minutes.

Other Staff in Attendance: Steve Patterson, Chief of Police; Vernie Francis; Chief of EMS; Carlee Gurskiy, Director of Community Development; Chad Edwards, Director of Public Works; Selenia Boone, Commissioner of the Revenue; Camara Jacobs, Director of Human Resources; Tracy Spence, Director of Finance;

Citizen’s Time

Ms. Nancy McCravey of 116 Wiggins Court, Franklin, Virginia, stated concerns regarding 409 Delaware Road, the trash, a high number of animals, speeding on Willis Road and Wiggins Court.

Ms. Brenda Peterson of 300 Rawlsdale Road, Franklin, Virginia, stated concerns that the audio on the City Council proceeding recordings are hard to hear.

Amendments to Agenda

Vice-Mayor Bobby Cutchins asked if there any amendments to the agenda. There are no amendments at this time.

Councilman Linwood Johnson made a motion to approve the agenda as it stands with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Vice Mayor Bobby Cutchins	Aye

Mayor Frank Rabil **Absent**

Councilman Ray Smith **Aye**

Councilman Gregory McLemore **Aye**

Vice-Mayor Bobby Cutchins affirmed the motion carried unanimously.

Consent Agenda:

A. Approval of September 26, 2022 Meeting Minutes.

September 26, 2022 meeting minutes were not voted on at this time. It will be moved to the next City Council Agenda for approval.

B. Star Performer

City Manager called Ms. Camara Jacobs, Director of Human Resources to present the star performer to Ms. A'Risha Jones.

Ms. Camara Jacobs presented the Star Performer to Ms. A'Risha Jones, Executive Assistant. Ms. Jones provides much needed assistance to the City Manager and Director of Human Resources, but on a daily basis receives requests for assistance from most of the other departments and citizens. Ms. Jones is organized, talented, kind and goes above and beyond on every occasion to ensure that the highest quality of service is delivered to anyone that she encounters. Ms. Jones is a tremendous help in all things and is the epitome of a Star Performer.

City Manager Amanda Jarratt stated that Ms. Jones is truly at the heart of the City and helps to make our days easier. Ms. Jones is always behind the scenes making sure that we all look good and makes sure that the jobs done as well as we can, and Ms. Jones deserves to be publicly thanked for it.

Councilman Gregory McLemore stated that he himself had an experience today, he needed some assistance and Ms. Jones stopped to assist with the presentation that will be shown later in the agenda.

C. Western Tidewater Free Clinic

City Manager Amanda Jarratt stated the City does make annual contributions to the Western Tidewater Free Clinic, and they provide the citizens with a variety of much needed services and annually at a minimum, the board members will provide the Council of updates.

Mr. Wendell Waller, Board Member of the Western Tidewater Free Clinic, stated before he has come before Council asking for financial support, however, this evening, Mr. Waller comes to the Council to say thank you for the support the Council has given provided. The City of Franklin has invested in the free clinic since the inception in 2007, and for that the Western Tidewater Free Clinic is extremely thankful. For the current fiscal year, the funding of \$3,600.00 will provide life long and yearlong comprehensive care, which will include 23 clinic visit for almost 3 Franklin patients. The Council support will help keep these residences out of the Emergency Room unnecessarily. For the first six months of this year, from January to June, the clinic has served 119 City of Franklin residents, which equates to 664 visits, an average of 5 visits per patient. City of Franklin residents have also received free medication, a retail value of over \$152,000.00 and received services valued at over \$111,000.000 over

the last six months. The financial support of this City and the community allows the Western Tidewater Free Clinic to keep the doors open and continue to help those who desperately need our services. City Council thanked Mr. Waller and the Western Tidewater Free Clinic.

D. Office of the Commissioner of the Revenue Accreditation

City Manager Amanda Jarratt asked Ms. Selenia Boone, Commissioner of the Revenue to come forward. Ms. Boone wanted to share with the Council that the Commissioner of the Revenue has been re-accredited. Ms. Boone thanked the team that helps run the Commissioner of the Revenue office, without them and their hard work, this would not be possible. City Council thanked Ms. Boone and the staff for everything they do.

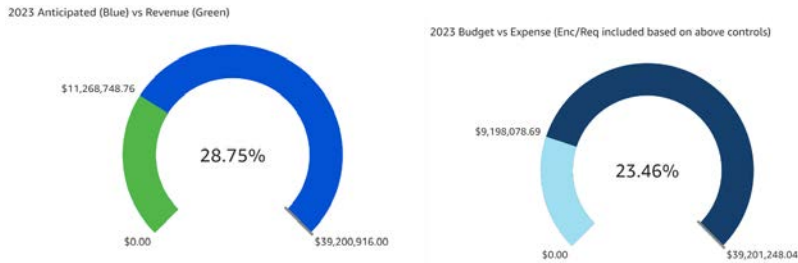
Financial Matters:

A. First Quarter FY 23 Financial Overview

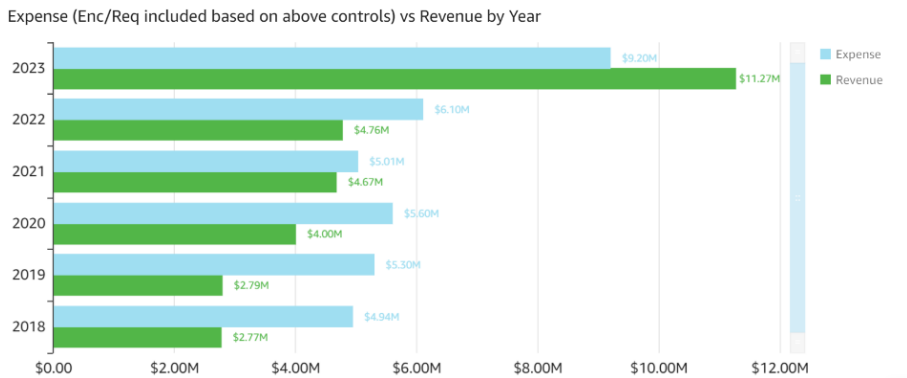
City Manager Amanda Jarratt called Ms. Tracy Spence, Director of Finance to come forward and discuss with Council the first quarter fiscal year 2023 financial overview.

Ms. Spence stated the report contains provisions for most revenue and expenditure accruals. This reflects 3 months of revenue and expenditures in cases (where noted, the 3rd month has been estimated), modified accrual basis of accounting.

FY23 General Fund Budget vs. Actual



Yearly Comparison of General Fund’s Actual Expenses to Actual Revenues



Local Tax Revenue Prior Year Comparison Modified Accrual Basis

4	Meals Taxes	Lodging Taxes	Cigarette Taxes	Sales Taxes	Total
Sep-22	501,626	45,984	62,513	570,338	1,180,461
Sep-21	480,222	51,425	67,878	511,125	1,110,650
Prior Year \$	21,404	(5,441)	(5,365)	59,213	69,811
Prior Year %	4.46%	-10.58%	-7.90%	11.58%	6.29%

Revenue & Expenditure Summary- Cash Basis

General Fund - Primary Revenue Variances

VDOT Revenue	\$ (375,000)	Timing of 1st quarter payment
ARPA Revenue	4,900,000	Timing of revenue receipt
2022 Line of Credit	2,000,000	
	<u>\$6,525,000</u>	

General Fund - Primary Expenditure Variances

Public Works-Street Maintenance	585,000	ARPA-Paving Project
Building Maintenance-General	(122,000)	Vehicle Purchase in Prior Year
Parks and Recreation	127,000	ARPA-Various Projects
Transfers to Other Funds	1,800,000	Timing of transfers
General Fund Payroll:		
Extra Paycheck in 1st Quarter	500,000	
5% Raise & Benefit Increase	225,000	1st Quarter Effect
	<u>\$3,115,000</u>	

General Fund Revenue- Prior Year Comparison- Cash Basis

General Fund Account Description	FY22 Actual Revenue Thru 9.30.21	FY23 Budgeted Revenue	FY23 Actual Revenue Thru 9.30.22	FY23 Balance/Excess/Deficit	% Realized	Prior Year Variance Good (Bad)
REAL PROPERTY TAXES	133,172	6,655,601	180,980	6,474,621	2.72%	47,808
PUBLIC SERVICE CORPORATION TAXES	-	70,593	-	70,593	0.00%	-
PERSONAL PROPERTY TAXES	247,584	1,854,160	28,838	1,825,322	1.56%	(218,746)
MACHINERY & TOOLS TAXES	4,901	24,450	-	24,450	0.00%	(4,901)
PENALTIES AND INTEREST	44,656	145,000	34,308	110,692	23.66%	(10,349)
OTHER LOCAL TAXES	175,262	1,950,000	205,546	1,744,454	10.54%	30,285
UTILITY TAXES	143,346	548,500	137,831	410,669	25.13%	(5,515)
BUSINESS LICENSE TAXES	8,584	1,023,000	23,389	999,611	2.29%	14,805
MOTOR VEHICLE LICENSES	26,065	222,400	8,413	213,987	3.78%	(17,652)
BANK STOCK TAXES	-	43,000	-	43,000	0.00%	-
TAXES ON RECORDATION AND WILLS	22,097	85,000	12,884	72,116	15.16%	(9,213)
CIGARETTE TAXES	67,878	310,000	136,013	173,987	43.88%	68,135
LODGING TAXES	34,283	180,000	30,656	149,344	17.03%	(3,627)
MEALS TAX	320,148	2,056,607	334,417	1,722,190	16.26%	14,269
PROBATE TAXES	235	750	621	129	82.77%	386
PERMITS AND OTHER LICENSES	40,060	102,625	41,335	61,290	40.28%	1,275
FINES AND FORFEITURES	4,048	22,750	1,800	20,950	7.91%	(2,248)
REVENUE FROM USE OF MONEY	686	2,500	12,268	(9,768)	490.72%	11,582
REVENUE FROM USE OF PROPERTY	100,671	156,744	101,439	55,305	64.72%	768
CHARGES FOR CURRENT SERVICES	442	6,350	602	5,748	9.48%	160
CHARGES FOR OTHER PROTECTION	120,463	461,254	140,000	321,254	30.35%	19,536
MISC BILLING SERVICES	535	-	746	(746)	-	211
CHG FOR SANITATION & WASTE REMOVAL	2,705	6,000	6,379	(379)	106.32%	3,674
CHARGES FOR ADMIN-FUNDS	341,588	1,366,353	341,588	1,024,765	25.00%	-
RECREATIONAL FEES	2,809	9,000	5,186	3,814	57.62%	2,376
MISCELLANEOUS	1,165,939	1,451,390	1,165,020	286,370	80.27%	(919)
RECOVERED COSTS	358,372	2,252,749	434,986	1,817,763	19.31%	76,614
NON-CATEGORICAL AID STATE	103,690	1,478,097	92,791	1,385,306	6.28%	(10,899)
SHARED EXPENSES	26,887	206,704	26,248	180,456	12.70%	(639)
CATEGORICAL AID - STATE	669,381	2,804,466	294,228	2,510,238	10.49%	(375,152)
CATEGORICAL AID - FEDERAL GOVERNMENT	73,205	5,279,858	4,971,489	308,369	94.16%	4,898,284
FUNDS TRANSFERS	523,748	8,015,238	2,498,748	5,516,490	31.17%	1,975,000
Sub Total	4,763,439	38,791,139	11,268,749	27,522,390		6,505,309
APPROPRIATED FUND BALANCE BY COUNCIL		409,777	-	409,777		
General Fund Revenue Total	4,763,439	39,200,916	11,268,749	27,932,167		6,505,309

General Fund Expenditures- Prior Year Comparison- Cash Basis

General Fund Department	FY22 Actual Expenditures Thru 9.30.21	FY23 Budgeted Expenditures	FY23 Actual Expenditures Thru 9.30.22	FY23 Balance/Excess/ (Deficit)	% Expended	Prior Year Variance Good (Bad)
**CITY COUNCIL **	60,204	167,656	64,545	103,111	38.50%	(4,340)
CITY MANAGER *****	58,783	336,046	74,286	263,760	21.98%	(15,503)
CITY ATTORNEY *****	22,117	115,000	26,848	88,152	23.35%	(4,730)
MANAGEMENT SERVICES & HR *****	42,981	242,188	57,378	184,810	23.69%	(14,397)
COMMISSIONER OF THE REVENUE *****	53,504	299,117	80,161	218,957	26.80%	(26,657)
REAL ESTATE ASSESSOR *****	12,451	89,422	16,267	70,155	20.66%	(5,817)
CITY TREASURER *****	78,556	396,428	83,846	314,581	21.04%	(5,250)
ACCOUNTING *****	80,422	381,052	91,145	289,907	23.92%	(10,722)
PURCHASING & GENERAL SERVICES*****	20,071	128,175	39,127	95,048	25.85%	(13,057)
UTILITY COLLECTIONS & BILLING *****	77,053	361,662	99,251	268,411	25.78%	(16,197)
INSURANCE *****	36,627	192,398	31,719	160,679	16.49%	4,908
INFORMATION TECHNOLOGY *****	92,555	1,026,296	38,518	987,778	3.75%	54,037
BOARD OF ELECTIONS *****	27,710	188,584	35,844	152,740	19.01%	(8,135)
CIRCUIT COURT ***	7,467	12,021	12,021	0	100.00%	(4,554)
GENERAL DISTRICT COURT ***	1,510	14,200	2,171	12,029	15.29%	(661)
CLERK OF CIRCUIT COURT ***	74,566	78,351	78,351	0	100.00%	(3,785)
SHERIFF'S OFFICE ***	138,882	132,263	132,263	-	100.00%	6,619
DISTRICT COURT SERVICE ***	24,878	245,234	38,353	206,881	15.64%	(13,474)
COMMON WEALTH'S ATTORNEY ***	50,195	74,319	52,319	22,000	70.40%	(2,124)
WESTERN TIDEWATER REGIONAL JAIL**	510,526	953,052	476,491	476,561	50.00%	24,035
POLICE ***	765,591	5,418,691	833,173	4,585,518	15.38%	(67,582)
E - 911 *****	170,402	881,480	208,428	673,052	23.65%	(38,026)
EMERGENCY MANAGEMENT SERVICES ***	1,068,089	6,023,327	1,412,079	4,611,248	23.44%	(343,990)
BUILDING INSP & CODE ENFORCEMENT***	70,136	871,920	55,145	816,775	6.32%	14,991
ANIMAL CONTROL*****	18,664	121,307	32,411	88,896	26.72%	(13,747)
PUBLIC WORKS-STREET MAINTENANCE****	243,834	4,524,223	872,501	3,651,722	19.29%	(628,667)
PUBLIC WORKS-ROAD REMOVAL****	-	15,000	-	15,000	0.00%	-
PUBLIC WORKS-GARAGE****	50,542	280,406	81,325	199,081	29.00%	(30,783)
BUILDING MAINTENANCE-GENERAL*****	369,152	1,161,087	278,420	882,666	23.98%	90,732
BUILDING MAINTENANCE-ARMORY***	228	2,500	123	2,377	4.91%	105
BUILDING MAINTENANCE-CITY HALL***	26,752	204,521	43,534	160,987	21.29%	(16,782)
BLDG MAINTENANCE-SOC SERVICES*****	11,611	90,162	13,522	76,640	15.00%	(1,911)
BUILDING MAINTENANCE-HEALTH DEPT***	4,709	42,623	8,079	34,544	18.95%	(3,370)
HEALTH DEPARTMENT*****	-	104,600	26,063	78,537	24.92%	(26,063)
MENTAL HEALTH*****	-	33,262	-	33,262	0.00%	-
CHILDREN'S CENTER*****	182,790	727,540	220,955	506,585	30.37%	(38,165)
RECREATION*****	127,136	1,732,950	281,952	1,450,997	16.27%	(154,816)
CEMETERIES*****	-	2,500	-	2,500	0.00%	-
SENIOR CITIZENS NUTRITION ***	-	-	-	-	-	-
LIBRARY*****	69,000	280,789	67,658	213,131	24.10%	1,342
PLANNING AND ZONING****	24,626	105,818	35,381	70,437	33.44%	(10,755)
BEAUTIFICATION COMMISSION ***	700	53,700	700	53,000	1.30%	-
DOWNTOWN DEVELOPMENT *****	14,601	94,963	18,865	76,098	19.87%	(4,264)
PAYMENTS TO SOUTHAMPTON COUNTY ***	-	700,000	-	700,000	0.00%	-
NON-DEPARTMENT MISCELLANEOUS****	322	-	383	(383)	-	(61)
NON-DEPARTMENT CAPITAL****	35,315	-	-	-	-	35,315
TRANSFERS*****	1,374,263	10,291,082	3,193,244	7,097,838	31.03%	(1,818,982)
General Fund Expenditure Total	6,099,523	39,200,916	9,204,846	29,996,070		(5,105,329)

Councilman Gregory McLemore asked if the City does any type of monitoring in the case of the tax being consistent across the board. City Manager Amanda Jarratt stated the City has the same set Meal Tax Rate, which is applicable to everyone. The Commissioner of Revenue has hired a Part-Time Auditor that person looks at all the business license and works through them alphabetically to do checks to make sure that everything is factual and consistent. Furthermore, there are several cases where Ms. Selenia Boone, Commissioner of the Revenue, receives calls to notify her that taxes are not being collected, and they conduct an internal investigation, and those fall under the authority of the Commissioner of the Revenue.

Councilman Mark Kitchen asked about taxes for food trucks. Ms. Selenia Boone responded that the food trucks are not being taxed because they should be at the Farmer's Market. There is no way to tax food trucks without a business license. Councilman Kitchen asked what should anyone who sees a food truck in the City that is not at the Farmer's Market do. Ms. Boone stated that the Commissioner of Revenue office should be notified.

Councilman Gregory McLemore asked if a vendor's tax has been established for people who come to the City to sell items. City Manager Amanda Jarratt stated that individuals that sign up to attend festivals, pay a vendor fee to the organizer, they should also file their sales tax forms with the state, which would in turn provide revenue back to the City.

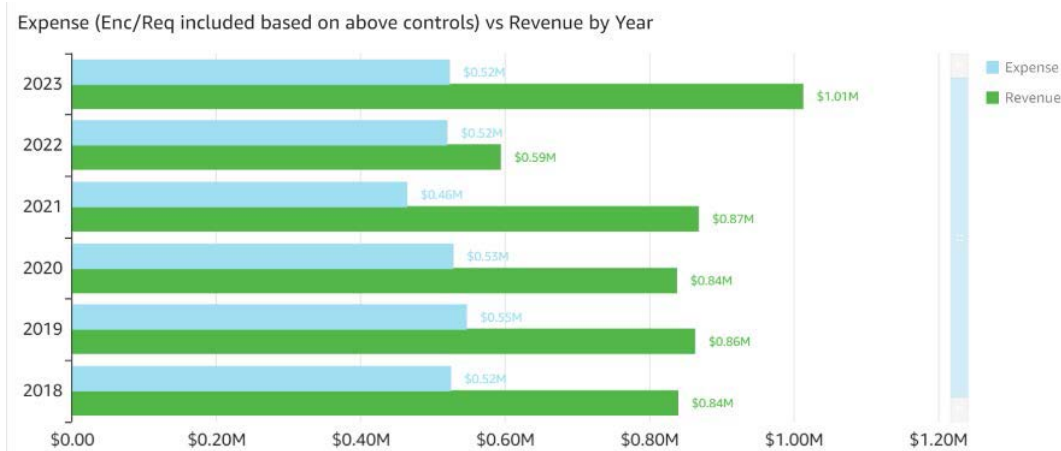
City Manager Amanda Jarratt stated that food trucks are allowed at the Farmer's Market, they will fill out the Farmer's Market application and pay the fee to be present. Conversations with several of the departments have taken place to try and clean this up. There are provisions in the City Code that allows food trucks once per 30 days, if they donate 10% of their proceeds to a nonprofit.

Councilman Ray Smith asked Vice-Mayor if Council would cease this discussion and have a Work Session on the subject. Vice-Mayor Bobby Cutchins stated that this has been a discussion off and on for the last 3-4 years, and agrees to have this discussion at a later time during a Work Session.

Ms. Tracy Spence stated the information enclosed in the City’s financial report for the Enterprise Funds for the period ending September 30, 2022. This report reflects 3 months of revenue and expenditures-full accrual basis of accounting. Airport Operating Fund total revenues for the fund of \$59,000.00 are at above target with 29% of budget realized. Fuel sales and airport rental fees of \$32,000.00 are at target with 25% of budgeted realized. Expenses of the funds are \$65,000.00 and are at 32% of budget expended. Cash balance in the Airport Operating and Capital Fund is \$(94,473).

Ms. Spence stated the Water & Sewer Operating & Capital Fund, revenue analysis from the sale of water and sewer service of \$1million are below target at 23.5% of budget and are more than prior year period collections by \$24,000.00. Expense analysis in the fund is \$636,000.00 and is below target at 15% of budget. Expenses include transfers of \$157,000.00 and debt service payments of \$22,000.00.

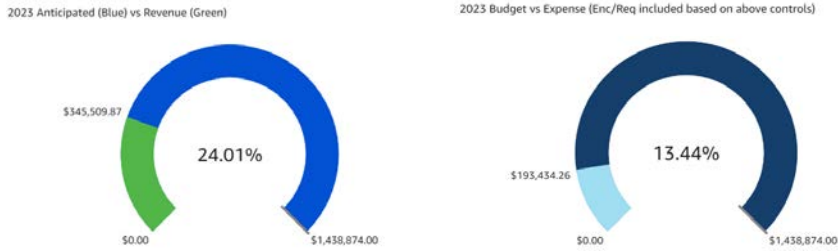
Yearly Comparison of Water & Sewer Fund Actual Expenses to Actual Revenues



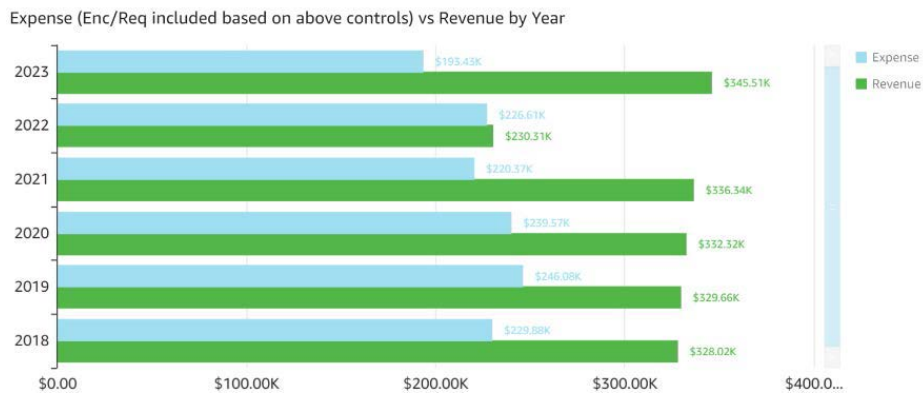
Water & Sewer Fund-Operating & Capital Cash Balance (\$2,808,766)

Month	FY 21-22	FY 22-23
July	\$ 1,901,155	\$ 2,690,909
August	\$ 1,988,354	\$ 2,695,631
September	\$ 2,160,115	\$ 2,808,766
October	\$ 2,302,231	
November	\$ 2,435,050	
December	\$ 2,472,918	
January	\$ 2,227,126	
February	\$ 2,246,792	
March	\$ 2,331,782	
April	\$ 2,292,640	
May	\$ 2,328,567	
June	\$ 2,790,551	

FY23 Solid Waste Fund Budget vs. Actual



Yearly Comparison of Solid Waste Fund Actual Expenses to Actual Revenues



Solid Waste Fund- Operating & Capital Cash Balance (\$1,246,536)

Month	FY 21-22	FY 22-23
July	\$844,736	\$1,180,717
August	\$866,635	\$1,219,433
September	\$1,161,240	\$1,246,536
October	\$958,051	
November	\$970,251	
December	\$967,740	
January	\$981,517	
February	\$1,018,527	
March	\$1,050,416	
April	\$1,068,986	
May	\$1,117,342	
June	\$1,146,118	

Electric Operating Fund

Account Description	FY22 Actual June 30	FY23 Budget	FY23 Actual June 30	% Realized
Sale of Electricity -Fuel Adj	\$ 100,644	\$ 1,968,964	\$ 761,706	38.7%
Sale of Electric Energy-Residential	1,368,737	8,338,163	1,992,874	23.9%
Sale of Electricity-Commercial	1,033,935	6,191,202	1,532,450	24.8%
Cycle & Save	(19,825)	(103,260)	(29,635)	28.7%
	\$ 2,483,491	\$ 16,395,069	\$ 4,257,395	26.0%

Electric Fund- Operating & Capital Cash Balance

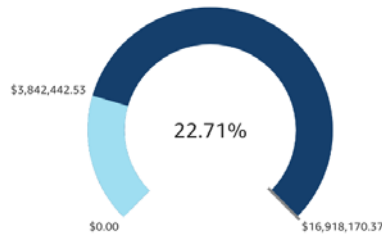
	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2022-2023
7/31	\$ 1,421,109	\$ 3,074,620	\$ 5,429,626	\$ 5,546,798	\$ 7,036,648	\$ 6,569,894
8/31	\$ 1,127,645	\$ 3,531,450	\$ 5,025,518	\$ 5,726,721	\$ 6,956,775	\$ 6,481,238
9/30	\$ 1,431,729	\$ 3,528,504	\$ 4,967,485	\$ 5,843,182	\$ 7,115,831	\$ 6,770,380
10/31	\$ 2,165,716	\$ 3,745,667	\$ 5,036,687	\$ 6,021,191	\$ 7,111,597	
11/30	\$ 2,257,635	\$ 3,900,663	\$ 5,020,008	\$ 6,155,756	\$ 7,180,100	
12/31	\$ 2,121,184	\$ 3,888,745	\$ 5,048,156	\$ 5,933,580	\$ 6,941,450	
1/31	\$ 1,745,487	\$ 3,823,684	\$ 4,972,661	\$ 5,773,877	\$ 6,689,921	
2/28	\$ 1,712,725	\$ 4,073,328	\$ 5,084,727	\$ 6,032,556	\$ 6,607,527	
3/31	\$ 2,134,253	\$ 4,364,455	\$ 5,328,462	\$ 6,588,468	\$ 6,937,088	
4/30	\$ 2,328,448	\$ 4,483,132	\$ 5,337,317	\$ 6,807,848	\$ 6,984,982	
5/31	\$ 2,648,506	\$ 4,672,671	\$ 5,399,142	\$ 6,962,327	\$ 6,579,486	
6/30	\$ 2,823,097	\$ 4,690,508	\$ 5,640,171	\$ 6,944,125	\$ 6,712,977	

FY23 Electric Fund Budget vs. Actual

2023 Anticipated (Blue) vs Revenue (Green)



2023 Budget vs Expense (Enc/Req included based on above controls)



Yearly Comparison of Electric Fund Actual Expenses to Actual Revenues

Expense (Enc/Req included based on above controls) vs Revenue by Year



B. Budget Amendment 2023-, 2023-8

Budget Amendment 2023-8

The 2022-2023 City Budget is hereby amended to:

1. Appropriate revenue from Insurance Recoveries to repair damage to the City’s welcome sign on Clay Street;
2. Appropriate Department of Rail & Public Transportation grant revenue for a Transit Feasibility Study;

3. Appropriate Opioid Distributors & Janssen settlement revenue for distribution to Franklin Southampton Drug Court;
4. Appropriate General Fund’s unassigned fund balance for FY22 unspent funds for Beautification Commission and Litter Grant.
5. Appropriate Federal funding for Airport Pavement Surface Project which was approved in FY22; and
6. Appropriate use of fund balance for the Economic Development Fund to be used to install a keyless entry system at the Franklin Business Center.

		2022-2023	AMENDED	INCREASE			2022-2023	AMENDED	INCREASE
		BUDGET	BUDGET	(DECREASE)			BUDGET	BUDGET	(DECREASE)
#1					#4				
100 GENERAL FUND REVENUE					100 GENERAL FUND REVENUE				
	100-3-19020-0002	\$ -	\$ 8,900	\$ 8,900		100-3-41050-0150	\$ 409,777	\$ 415,315	\$ 5,538
				\$ 8,900					\$ 5,538
EXPENDITURES					EXPENDITURES				
Bldg & Maint-General	100-4-43200-6007	\$ 87,000	\$ 95,900	\$ 8,900	Beautification Comm	100-4-81300-5840	\$ 200	\$ 2,795	\$ 2,595
				\$ 8,900	Beautification Comm	100-4-81300-5855	\$ -	\$ 2,943	\$ 2,943
				\$ 8,900					\$ 5,538
#2					#5				
100 GENERAL FUND REVENUE					504 AIRPORT FUND REVENUE				
	100-3-24040-1811	\$ -	\$ 74,823	\$ 74,823		504-3-33010-0433	\$ -	\$ 166,605	\$ 166,605
				\$ 74,823		504-3-33010-0434	\$ -	\$ 17,500	\$ 17,500
EXPENDITURES					EXPENDITURES				
Planning & Zoning	100-4-81100-3194	\$ -	\$ 74,823	\$ 74,823	504-4-20020-8435	\$ -	\$ 184,105	\$ 184,105	
				\$ 74,823				\$ 184,105	
#3					#6				
100 GENERAL FUND REVENUE					510 ECONOMIC DEVELOPMENT REVENUE				
	100-3-18990-3014	\$ -	\$ 19,450	\$ 19,450		510-3-41050-0100	\$ 61,713	\$ 88,713	\$ 27,000
				\$ 19,450					\$ 27,000
EXPENDITURES					EXPENDITURES				
Non-Departmental	100-4-91500-5871	\$ -	\$ 19,450	\$ 19,450	510-4-20010-8400	\$ -	\$ 27,000	\$ 27,000	
				\$ 19,450				\$ 27,000	

Councilman Mark Kitchen made a motion to approve Budget Amendment 2023-7 with a second from Councilman Linwood Johnson.

Councilman Ray Smith asked about the Economic Development Fund. Ms. Tracy Spence explained that it is for a keyless entry system at the Franklin Business Center. Currently there are 3 quotes, it hasn’t been decided on which one, and they have a fund balance that concluded at the end of FY22 of almost \$29,000.00.

The motion carried the vote 5-1-0.

The vote was as follows:

- | | |
|----------------------------------------|----------------|
| Councilman Linwood Johnson | Aye |
| Councilwoman Wynndolyn Copeland | Aye |
| Councilman Mark Kitchen | Aye |
| Councilman Ray Smith | Aye |
| Councilman Gregory McLemore | Abstain |
| Vice Mayor Bobby Cutchins | Aye |
| Mayor Frank Rabil | Absent |

Vice-Mayor Bobby Cutchins affirmed the motion carried the vote.

Budget Amendment 2023-8

The 2022-2023 City Budget is hereby amended to recognize the School’s supplemental appropriations of Federal, State, local and grant revenues and to appropriate for use.

	2022-2023 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
#1			
250 SCHOOL OPERATING FUND			
REVENUE			
250-3-18990-1882 Camp Foundation Grants	\$ 20,000	\$ -	\$ (20,000)
250-3-33010-0025 VISSA	\$ -	\$ 259,455	\$ 259,455
250-3-33010-0273 Title III	\$ 5,400	\$ 4,623	\$ (777)
250-3-33010-0408 CS/FRP Grant	\$ -	\$ 200,000	\$ 200,000
250-3-33010-0217 Adult Basic Ed	\$ 22,400	\$ 24,908	\$ 2,508
250-3-33010-0210 R I P E Grant	\$ -	\$ 75,000	\$ 75,000
250-3-33010-0224 Pre School Grant	\$ 30,000	\$ 35,104	\$ 5,104
250-3-33010-0249 Continuing Education Grant	\$ 99,960	\$ 97,471	\$ (2,489)
250-3-33010-0404 CARES Stream 4	\$ 960,000	\$ 904,862	\$ (55,138)
250-3-33010-0405 CARES Stream 5	\$ 2,738,996	\$ 4,788,220	\$ 2,049,224
250-3-33010-0282 Workforce Opportunity Inc	\$ 105,000	\$ -	\$ (105,000)
250-3-33010-0225 Title VIII Special Education	\$ 900,000	\$ 870,714	\$ (29,286)
250-3-33010-0271 NCLB Title I	\$ 1,594,000	\$ 1,315,940	\$ (278,060)
250-3-33010-0407 Driver Incentive	\$ 29,744	\$ 29,744	\$ 0
250-3-33010-0233 GAE Grant	\$ 4,000	\$ 1,099	\$ (2,901)
250-3-33010-0234 Race to GED	\$ 1,500	\$ 4,000	\$ 2,500
250-3-33010-0276 NCLB Title VI Rural Ed	\$ 43,000	\$ 54,163	\$ 11,163
250-3-33010-0288 JVG Grant	\$ 30,000	\$ -	\$ (30,000)
		\$	\$ 2,081,303
EXPENDITURES			
250-4-60000-0282 Camp Foundation Grants	\$ 20,000	\$ -	\$ (20,000)
250-4-60000-0025 VISSA	\$ -	\$ 259,455	\$ 259,455
250-4-60000-0073 Title III	\$ 5,400	\$ 4,623	\$ (777)
250-4-60000-0048 CS/FRP	\$ -	\$ 200,000	\$ 200,000
250-4-60000-0037 Adult Basic Ed	\$ 22,400	\$ 24,908	\$ 2,508
250-4-60000-0019 R I P E Grant	\$ -	\$ 75,000	\$ 75,000
250-4-60000-0015 Pre School Grant	\$ 30,000	\$ 35,104	\$ 5,104
250-4-60000-0249 Continuing Education Grant	\$ 99,960	\$ 97,471	\$ (2,489)
250-4-60000-0035 CARES Stream 4	\$ 960,000	\$ 904,862	\$ (55,138)
250-4-60000-0039 CARES Stream 5	\$ 2,738,996	\$ 4,788,220	\$ 2,049,224
250-4-60000-0034 Workforce Opportunity Inc	\$ 105,000	\$ -	\$ (105,000)
250-4-60000-0008 Title VIII Special Education	\$ 900,000	\$ 870,714	\$ (29,286)
250-4-60000-0071 NCLB Title I	\$ 1,594,000	\$ 1,315,940	\$ (278,060)
250-4-60000-0047 Driver Incentive	\$ 29,744	\$ 29,744	\$ 0
250-4-60000-0233 GAE Grant	\$ 4,000	\$ 1,099	\$ (2,901)
250-4-60000-0234 Race To GED	\$ 1,500	\$ 4,000	\$ 2,500
250-4-60000-0076 NCLB Title VI Rural Ed	\$ 43,000	\$ 54,163	\$ 11,163
250-4-60000-0235 Obici Healthcare Grant 2020	\$ -	\$ 14,069	\$ 14,069
250-4-60000-0001 Instruction	\$ 8,498,544	\$ 8,484,475	\$ (14,069)
250-4-60000-0288 JVG Grant	\$ 30,000	\$ -	\$ (30,000)
		\$	\$ 2,081,303
#2			
250 SCHOOL OPERATING FUND			
REVENUE			
250-3-24000-0202 State School Basic Ed	\$ 6,679,358	\$ 7,941,769	\$ 1,262,411
			\$ 1,262,411
EXPENDITURES			
250-4-60000-0010 Facilities	\$ -	\$ 1,262,411	\$ 1,262,411
			\$ 1,262,411

Councilman Linwood Johnson made a motion to approve Budget Amendment 2023-8 with a second from Councilwoman Wynndolyn Copeland.

The motion carried the vote 6-0.

The vote was as follows:

- Councilman Linwood Johnson** **Aye**
- Councilwoman Wynndolyn Copeland** **Aye**
- Councilman Mark Kitchen** **Aye**
- Councilman Ray Smith** **Aye**
- Councilman Gregory McLemore** **Aye**
- Vice Mayor Bobby Cutchins** **Aye**
- Mayor Frank Rabil** **Absent**

Vice-Mayor Bobby Cutchins affirmed the motion carried unanimously.

Old/New Business:

- A. Courthouse Architect Selection

City Manager Amanda Jarratt stated, the City of Franklin is in the process of making needed renovations to the City of Franklin Courthouse. An RFP was issued and six responses were received. Glave and Holmes and Enteros were the two selected firms to be interviewed. Those interviews were conducted on September 26, 2022. Based on the score sheets and discussion it appeared that Enteros was the recommended firm. City staff needs authorization from City Council to execute a contract and begin negotiations with the selected firm.

Councilman Linwood Johnson stated that after listening to the interviews, Enteros covered more of the safety features that the Judges would more than likely be favorable of, more so than Glave and Holmes. Councilman Gregory McLemore and Councilwoman Wynndolyn Copeland agreed, Enteros have more experience working with in the environments of jails, probation parole offices, and/or courts.

Councilwoman Wynndolyn Copeland made a motion to authorize staff to negotiate and execute a contract with Enteros as the selected firm, with a second from Councilman Linwood Johnson.

Councilman Gregory McLemore stated that negotiate and execute are two different things, either the City signs a contract with the firm or negotiate with them. Councilman McLemore needed clarification that the staff will be executing the contract with the selected firm. City Manager Amanda Jarratt stated that the staff uses the phrase negotiate because there are standard contracts, for something like this there are terms that both locality and architectural firm have to agree to. They are there for protections of the City and the company. Execute gives them the authorization to sign the contract.

The motion carried the vote 6-0.

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye
Vice Mayor Bobby Cutchins	Aye
Mayor Frank Rabil	Absent

Vice-Mayor Bobby Cutchins affirmed the motion carried.

B. Juneteenth Cultural Festival aka Virginia Mardi Gras

Councilman Gregory McLemore stated there was a festival in the City in 2017 which gave Councilman McLemore some experience with hosting events. After seeing the success of the Soul Festival, Councilman McLemore began to brainstorm on how to generate income for the City without it coming from the citizens, in order to keep the current taxes and fees low.

Councilman Gregory McLemore stated the purpose of the event is to partner with a non-profit for a 2-3 day spectacular festival type event, designed to attract people particularly African Americans to visit Franklin and spend money in our local economy, that otherwise they would never have a reason to patronize us. The idea is to generate new revenue for the City to reduce taxes and utilities that are currently our only source of revenue. This concept was conceived as a method to help with the \$25 million debt service.

The event will consist of a major parade with College and High School marching bands, with a celebrity Grand Marshall or the Governor. There will be the use of 4 parks of events simultaneously, a band competition for cash prizes, 3 national recording artist, national celebrity events (Family Feud and Hollywood Squares), live bands and celebrity impersonators, professional fashion show, black history plays and other family friendly events. The purpose is to take advantage of tourism opportunities for Franklin, generate revenue for the City by creating a national tourist destination, take advantage of a newly created national holiday, capitalize on Franklin’s association with slavery and emancipation with the insurrection of Nat Turner, which is known worldwide as well as Dred Scott.

Councilman Gregory McLemore stated the goal is to create a tourist event with sustainability for tourism like Roswell New Mexico, Mardi Gras in New Orleans, Daytona Beach Spring Break, and the Myrtle Beach Bikers Rally. The benefits to the City are that such event has the potential to generate millions for the City and its residents if done over a 5-year period. This endeavor requires minimum investment on behalf of the City, compared to the return on investment by being a partner with the yet unspecified 501(c) (3). The first year, the City should make thousands of dollars from both shared parking and vendor fees from out-of-town people and vendors, increased local sales tax from local business, and increased meal and lodging tax. This revenue won’t materialize without the City partnering for this event with 501(c) (3).

Councilman McLemore stated the City’s responsibility is to provide support by resolution for the Juneteenth Cultural Celebration by soliciting support from the major seven City’s in Hampton Roads, provide management staff to serve on planning committee and act as liaison with up-dates to Council, provide traffic control and ask for counties sheriff’s support, apply and provide available grant funding through associated departments and agencies (i.e., tourism, FSEDI, and Recreation), provide electric services for vendors. The non-profit responsibilities will be to organize and volunteer planning committee, secure funding through corporate and private agencies, solicit sponsor and vendors, book, coordinate all schedules performers and participants, organize parade routes, vendor locations, create vendor taxing forms, coordinate parking locations, shuttle bus routes, secure permission identification and permits from vendors, secure event insurance, coordinate volunteer and paid staff for parking lots, and oversee celebrity transportation.

Councilman McLemore stated the revenue projections meeting goal for the City is 200 vendors, the fees would be a little higher. The recommendation is \$250.00 fee per space, electric would be an additional \$25.00.

150 vendors pay \$250.00 (vendor fee)	\$37,500.00
75 vendors pay \$25.00 (electric fee)	\$1,875.00
50 food truck vendors pay \$350.00	\$17,500.00
Non-profit percentages	\$12,500.00

Total income to the City \$44,375.00

The identified spaces are between a minimum of 579 and max of 10,579. At \$25.00 per parking space the minimum goal being \$14,475 and the max being \$264,475. The non-profit fee will be \$5.00 per space. Generating an income of \$308,810.00, this does not include the food, lodging, and vendor sales tax. The City with very little general funds revenue investment stands to potentially earn close to a half million dollars to add to its general funds account by getting behind this investment.

Councilman Gregory McLemore stated the requested action is for the Council to vote for a resolution to partner with the 501(c) (3), to pursue the implementation of the Juneteenth Cultural Celebration and have the assistance of staff to solicit cooperation of the 7 cities before they begin large festival plans of their own.

Councilwoman Wynndolyn Copeland wanted to clarify that the City responsibility. Councilman Gregory McLemore stated that the City would provide electric to vendors who want to purchase electric, the City may have to get some cables and have a junction box so the vendors may utilize the electric.

Councilman Mark Kitchen stated that the City has a strong and professional Police Department, the issues is the City has the same number of officers as 4 years ago, besides the services they provide every day, would they be able to handle a crowd of this size. Councilman McLemore stated as discussed part of the money that will be received from grants would allow the City to be able to use a part of that money to bring on private security to assist the Police Department, so that our sheriff's department can come in to help with traffic, and hope that there aren't any incidents.

Councilman Mark Kitchen needed clarification about renting resident yards for parking. Councilman McLemore stated that the City has 579 spaces to park (not including the Airport and other areas where parking may be available). Councilman Kitchen stated that serving alcohol could keep people away and bring them, one rowdy party could turn into a bad situation, what is the suggestion regarding alcohol sales. Councilman McLemore stated his preliminary opinion would be to have designated alcohol areas with wristbands. Councilman Linwood Johnson stated that communication with the other locality Mayors need to happen as soon as possible to lock in the date and festivities, they would be interested into something of this nature because it would bring in revenue for them as well. Also, Franklin needs something like this to be known for, other than peanuts, wood, and so forth. Councilwoman Wynndolyn Copeland asked what would be the timeframe. Councilman McLemore stated that it would be from 12:30 in the afternoon until 11:00 p.m., there would be different events going on.

Vice-Mayor Bobby Cutchins stated that there would be a high expense with paying staff, Police, EMS, and Fire. There have been occasions when a City put on an event, they sued whomever put the show on. It would be a question if the 501(c) (3) or the City is liable. Councilman McLemore stated that if Council moves on the action this evening, it would be limited to setting up time to talk to the other Cities to start and bringing back a report as to what they say. Councilman McLemore is looking for the action of the Council to vote for a resolution to partner with the 501(c) (3) to pursue the implementation of the Juneteenth Cultural Celebration, and have the assistance of staff to solicit cooperation with the 17 municipalities in Hampton Roads. Vice-Mayor Cutchins stated how Council would know who the 501(c) (3) would be, because at this time it is unknown who that would be. Councilman McLemore stated that he is in the works of locating who that 501(c) (3) non-profit would be.

Councilman Linwood Johnson made a motion to move forward with the Juneteenth Cultural Celebration aka Virginia Mardi Gras and work out the necessary details possible to make this successful with a second from Councilwoman Wynndolyn Copeland.

Councilman Ray Smith commends Councilman McLemore for putting this presentation together in a short matter of time, after being a part of many festivals, the complications of doing this is grand, and does not feel there should a motion when the Council do not know who they are dealing with, or if the 501(c) (3) could share revenue between the entities. There seems to be more questions than answers, there should be more discussion and information. Vice-Mayor Cutchins stated that Council is saying that they will move forward, if it works out with a 501(c) (3) or whether it will be City involved or not, it will go forward as a festival, if the City can really work and be a part and participate legally.

The motion carried the vote 5-1-0.

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Councilman Ray Smith	Nay
Councilman Gregory McLemore	Aye
Vice Mayor Bobby Cutchins	Aye
Mayor Frank Rabil	Absent

Vice-Mayor Bobby Cutchins affirmed the motion carried.

C. City Managers Report

City Manager Amanda Jarratt stated there are a number of capital projects underway, the RFP for the Armory has been issued, the architect has been selected for the Courthouse project, and several other construction projects are underway. We are working closely with Summit Engineering and management team on the Laurel Street CDBG grant project. Three proposals have been received for the City of Franklin Transit Feasibility, Michael Baker was the one selected. There was kick off meeting and a community input session will be held in November at the Franklin Business Center. Included in the Council packets are the two options for the Hunterdale Road intersection. Staff has asked for cost estimate and which layout would be best suitable. The engineers are the ones who put the drawings together, because they know ultimately what has to meet VDOT standards. Attached is the debt per request that was asked to be made public regarding the specifics of the City debt. They are a part of the City annual budget document, which is also on the Cities website. Anytime borrowing is done and throughout the budget process is that municipalities are allowed to issue debt up to 10% of the total value of the real estate assessments. The City of Franklin is at 4.62 as of June 30, 2021.

City Manager Amanda Jarratt stated that City offices will be closed Tuesday, November 8th and Friday, November 11th (Election Day and Veteran's Day). Public Works will be running a double trash route on Wednesday, November 9th and the following Monday, November 14th.

General Updates

- Staff continues to work on the various capital projects approved by City Council.

- Staff continues to work with DHCD and Summit Engineering on the Laurel Street CDBG Grant. Client intake and income verifications have begun.
- We received three proposals for the City of Franklin Transit Feasibility Study. Michael Baker out of Richmond, Virginia was selected. A kick off meeting was held and a community input session will be held in mid-November.
- Staff continues to meet with regional partners to discuss next steps on the regional radio system as well as violence and crime prevention.
- Attached are two conceptual drawings for the Hunterdale Road intersection that were recently provided by Kimley Horne. Staff is in the process of evaluating them.
- Attached is information regarding the City of Franklin's debt per request. This information is included in our annual budget as well as our annual audit.

Community Events

- Downtown Trick or Treat October 27th
- Holiday Parade December 2nd
- Downtown Open House November 12th
- Small Business Saturday November 26th

Councilman Linwood Johnson asked have the staff received an estimate on what it would cost to tear down the Armory. City Manager Amanda Jarratt stated not as of yet, that is all part of the RFP process. It will be the demolishing of the facility and the civil engineering services and architectural services to redesign the site and construct a new one. Councilman Gregory McLemore asked City Manager Amanda Jarratt if she could reach out to the other Cities and see if Council could get on their agenda to make a request of their support. City Manager Jarratt stated there will be a CAO meeting coming up soon where they are all together, this will probably be the most efficient way for City Manager to get details.

Council/Staff Reports on Boards/Commissions:

Councilman Linwood Johnsons stated that VML had their annual convention recently and information is in the Council agenda. Councilman Johnson was voted in as Vice-Chair of the City Section throughout the Commonwealth of Virginia.

Councilman Mark Kitchen asked City Manager Amanda Jarratt if information regarding the resignation of a member of Redevelopment & Housing Authority, someone has volunteered to fill that position. City Manager Amanda Jarratt stated that it will be placed on the upcoming agenda.

Vice-Mayor Bobby Cutchins reminded everyone to go out and vote on November 8th.

Closed Session:

Councilman Mark Kitchen moved that the City of Franklin, Virginia City Council adjourn into a closed meeting pursuant to Virginia Code Section 2.2-3711-A-1, 1. Discussion of appointments to boards and commissions, and discussion of performance of employees of the public body to discuss the following subject or subjects: Industrial Development Authority, HRPDC Community Advisory Committee, and

2.2-3711-A-5, discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's

interest in locating or expanding its facilities in the community specifically along Pretlow Industrial Park, Armory Drive, Downtown Franklin, and Franklin Regional Airport.

2.2-3711-A-7, consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body specifically regarding Sanford vs. City of Franklin, Council vs. City of Franklin, Ferguson vs. City of Franklin.

Adjournment

Councilman Mark Kitchen made a motion to certify the Closed Session with a second from Councilwoman Wynndolyn Copeland.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Vice Mayor Bobby Cutchins	Aye
Mayor Frank Rabil	Absent
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Councilwoman Wynndolyn Copeland made a motion to adjourn the Closed Session with a second from Councilman Linwood Johnson.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilwoman Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Vice Mayor Bobby Cutchins	Aye
Mayor Frank Rabil	Absent
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Vice-Mayor Robert Cutchins stated the meeting stands adjourn.

The October 24, 2022 City Council meeting was adjourned at 8:39 P.M.

Mayor

Clerk to City Council

LET'S GO SHOP SMALL[®]

ON SMALL BUSINESS SATURDAY[®]



WHAT IS SMALL BUSINESS SATURDAY[®]?

Since its inception in 2010, Small Business Saturday, proudly backed by American Express, has illuminated the significance of supporting small, independently owned businesses across the country. Falling between Black Friday and Cyber Monday, it's a day dedicated to supporting the diverse range of local businesses that help create jobs, boost the economy, and keep communities thriving across the country.

WHY SUPPORT SMALL BUSINESS SATURDAY?

- Demonstrates a conscious commitment to the communities in which we live.
- Creates goodwill within the communities.
- When we support small businesses, we help create jobs and local communities preserve their unique culture.

2021 SMALL BUSINESS SATURDAY FACTS:

- In 2021, U.S. consumers reported spending a record high total of an estimated \$23.3 billion at independent retailers and restaurants on Small Business Saturday.¹
- Elected officials in all 50 states, Washington, D.C., Puerto Rico, and other U.S. territories championed Small Business Saturday.
- Over 700 local governments issued proclamations in support of Small Business Saturday covering all 50 states and Washington, D.C.
- American Express enlisted the support of nearly 100 large companies, known as Corporate Supporters, to help drive excitement for and promote Small Business Saturday.
- The Small Business Saturday Coalition, comprised of national, state and local associations that help coordinate activities for Small Business Saturday with small business owners and consumers, had over 300 organizations help spread the Shop Small[®] message.

¹ The American Express 2021 Small Business Saturday Consumer Insights Survey was conducted by Teneo on behalf of American Express. The study is a nationally representative sample of 2,426 U.S. adults 18 years of age or older. The sample was collected using an email invitation and an online survey. The study gathered self-reported data and does not reflect actual receipts or sales. It was conducted anonymously on November 28, 2021. The survey has an overall margin of error of +/- 2.0%, at the 95% level of confidence. Projections are based on the current U.S. Census estimates of the U.S. adult population, age 18 years and over.

LET'S GO SHOP SMALL[®]

ON SMALL BUSINESS SATURDAY[®]



- According to the 2021 Small Business Saturday Consumer Insights Survey, a majority (79%) of consumers understood the importance of supporting the small businesses in their community on Small Business Saturday in 2021 and 66% reported that the day makes them want to Shop Small all year long.²

JOIN THE COALITION:

Building on the success of previous years, the Coalition of supporters are more committed than ever. This includes support from advocacy organizations that join the initiative to motivate constituents through incentives and offers to not only Shop Small on November 26, 2022 but Shop Small all year long.

The coalition will be led by Women Impacting Public Policy, a business advocacy organization representing small businesses. [Join Us!](#)

Contact Info:

Small Business Saturday Program

Women Impacting Public Policy

Phone: (415) 434-4314 | Email: sbscoalition@wipp.org

²The American Express 2021 Small Business Saturday Consumer Insights Survey was conducted by Teneo on behalf of American Express. The study is a nationally representative sample of 2,426 U.S. adults 18 years of age or older. The sample was collected using an email invitation and an online survey. The study gathered self-reported data and does not reflect actual receipts or sales. It was conducted anonymously on November 28, 2021. The survey has an overall margin of error of +/- 2.0%, at the 95% level of confidence. Projections are based on the current U.S. Census estimates of the U.S. adult population, age 18 years and over.



Small Business Saturday
Resolution # 2022-27

WHEREAS, the Government of City of Franklin, Virginia, celebrates our local small businesses and the contributions they make to our local economy and community; and

WHEREAS, according to the United States Small Business Administration, there are 32.5 million small businesses in the United States, small businesses represent 99.7% of firms with paid employees, small businesses are responsible for 62% of net new jobs created since 1995, and small businesses employ 46.8% of the employees in the private sector in the United States; and

WHEREAS, 79% of consumers understand the importance of supporting the small businesses in their community on Small Business Saturday®, 70% report the day makes them want to encourage others to Shop Small®, independently-owned retailers, and 66% report that the day makes them want to Shop Small all year long; and

WHEREAS, 58% of shoppers reported they shopped online with a small business and 54% reported they dined or ordered takeout from a small restaurant, bar, or café on Small Business Saturday in 2021; and

WHEREAS, the City of Franklin supports our local businesses that create jobs, boost our local economy, and preserve our communities; and

WHEREAS, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW, THEREFORE, BE IT RESOLVED, Mayor Frank Rabil, and the members of the City of Franklin Council, urge the residents of our community, and communities across the Country, to support small businesses and merchants on Small Business Saturday and throughout the year.

FURTHER, LET IT BE RESOLVED THAT, I, Frank Rabil, Mayor of the City of Franklin, Virginia, do hereby proclaim, November 26, 2022, as

SMALL BUSINESS SATURDAY

Signed this 14th day of November 2022.

Frank M. Rabil, Mayor
City of Franklin, Virginia



*Office of the City Manager
Amanda C. Jarratt*

November 10, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: FY 22 Audit Presentation

Background Information

Staff from Creedle Jones and Associates will be present the FY 22 audit.

Needed Action

Adopt the FY 22 audit.



FY 2023-2024 Budget Calendar

<u><i>Dates Subject to Change</i></u>	<u>Day</u>	<u>Action Item</u>
<i>December 5, 2022</i>	Monday	<ul style="list-style-type: none"> FY 2023-2024 Budget Requests Forms for Agencies Posted on City Webpage
<i>December 8, 2022</i>	Thursday	<ul style="list-style-type: none"> Joint Budget Work Session #1 with School Board
<i>January 6, 2023</i>	Monday	<ul style="list-style-type: none"> FY 2023-2024 Budget Requests Due from Agencies & Organizations
<i>January 13, 2023</i>	Friday	<ul style="list-style-type: none"> FY 2023-2024 Proposed Department Budgets Requests Due to City Manager
<i>January 17-27, 2023</i>	Monday	<ul style="list-style-type: none"> Management Budget Meetings with Dept. Directors
<i>January 23, 2023*</i>	Monday	<ul style="list-style-type: none"> 6:00 P.M. Agencies & Organizations Budget Presentations
<i>March 13, 2023*</i>	Monday	<ul style="list-style-type: none"> 6:00 P.M. Budget Work Session with City Council
<i>March 20, 2023</i>	Monday	<ul style="list-style-type: none"> FY 2023-2024 School Board Budget Submitted to City Manager
<i>March 27, 2023*</i>	Monday	<ul style="list-style-type: none"> 6:00 P.M. Budget Work Session with City Council (as necessary)
<i>March 30, 2023</i>	Thursday	<ul style="list-style-type: none"> Joint Budget Work Session #2 with School Board
<i>April 12, 2023</i>	Wednesday	<ul style="list-style-type: none"> Release Advertisement for Public Hearing
<i>April 24, 2023*</i>	Monday	<ul style="list-style-type: none"> 6:00 P.M. – Tentative Budget Work Session (as necessary) 7:00 P.M. – Public Hearing(s) on the FY 2023-2024 Proposed Budget & City Council Considers Action on School Board Budget
<i>May 8, 2023*</i>	Monday	<ul style="list-style-type: none"> City Council Considers Action on FY 2023-2024 Budget, Sets Tax Rates and Adopt Budget Resolutions

*Denotes Regularly Scheduled City Council Meeting

BUDGET AMENDMENT 2023-9

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2022-2023 City Budget is hereby amended to appropriate funding to Council approved compensation plan salary and related benefit increases.

		2022-2023	AMENDED	INCREASE
		BUDGET	BUDGET	(DECREASE)
#1				
100 GENERAL FUND				
REVENUE				
100-3-11010-9990	Real Estate Tax-Current	\$ 6,379,666	\$ 6,539,666	\$ 160,000
100-3-11031-9989	Personal Property Tax-Current	70,458	128,758	58,300
100-3-18990-0201	Revenue Sharing - Isle of Wight	996,148	1,035,170	39,022
100-3-19020-0011	Misc Recoveries - SoCo EMS Contract	2,204,749	2,384,601	179,852
100-3-41050-0150	Use of Unassigned Fund Balance	409,777	589,629	179,852
				\$ 617,026
EXPENDITURES				
100-4-12210-0000	CITY MANAGER*****			
100-4-12110-1101	Salaries and Wages - Regular	\$ 233,625	\$ 188,279	\$ (45,346)
100-4-12110-2100	FICA	18,331	14,863	(3,468)
100-4-12110-2210	Retirement - VRS	31,469	25,362	(6,107)
100-4-12110-2400	Group Life Insurance	3,131	2,523	(608)
100-4-12110-2720	Workmen's Compensation	216	175	(41)
100-4-12220-0000	MANAGEMENT SERVICES & HR*****			
100-4-12220-1101	Salaries and Wages - Regular	120,414	119,928	(486)
100-4-12220-2100	FICA	9,212	9,175	(37)
100-4-12220-2210	Retirement - VRS	16,220	16,155	(65)
100-4-12220-2400	Group Life Insurance	1,614	1,607	(7)
100-4-12220-2720	Workmen's Compensation	108	108	-
100-4-12310-0000	COMMISSIONER OF THE REVENUE *****			
100-4-12310-1101	Salaries and Wages - Regular	179,757	199,535	19,778
100-4-12310-1300	Salaries and Wages - Part time	25,000	26,254	1,254
100-4-12310-2100	FICA	15,664	17,273	1,609
100-4-12310-2210	Retirement - VRS	24,213	26,878	2,665
100-4-12310-2400	Group Life Insurance	2,409	2,674	265
100-4-12310-2720	Workmen's Compensation	161	203	42
100-4-12320-0000	REAL ESTATE ASSESSOR *****			
100-4-12320-1101	Salaries and Wages - Regular	35,175	35,615	440
100-4-12320-2100	FICA	2,691	2,725	34
100-4-12320-2210	Retirement - VRS	4,738	4,798	60
100-4-12320-2400	Group Life Insurance	471	478	7
100-4-12320-2720	Workmen's Compensation	32	33	1

100-4-12410-0000	CITY TREASURER *****			
100-4-12410-1101	Salaries and Wages - Regular	220,612	247,565	26,953
100-4-12410-2100	FICA	16,877	18,939	2,062
100-4-12410-2210	Retirement - VRS	29,716	33,347	3,631
100-4-12410-2400	Group Life Insurance	2,956	3,318	362
100-4-12410-2720	Workmen's Compensation	198	223	25
100-4-12430-0000	ACCOUNTING *****			
100-4-12430-1101	Salaries and Wages - Regular	199,135	220,320	21,185
100-4-12430-1300	Salaries and Wages- Part Time	34,763	34,763	-
100-4-12430-2100	FICA	17,893	19,514	1,621
100-4-12430-2210	Retirement - VRS	26,823	29,677	2,854
100-4-12430-2400	Group Life Insurance	2,668	2,953	285
100-4-12430-2720	Workmen's Compensation	211	230	19
100-4-12470-0000	PURCHASING & GENERAL SERVICES****			
100-4-12470-1101	Salaries and Wages - Regular	89,513	97,649	8,136
100-4-12470-2100	FICA	6,848	7,471	623
100-4-12470-2210	Retirement - VRS	12,057	13,154	1,097
100-4-12470-2400	Group Life Insurance	1,199	1,309	110
100-4-12470-2720	Workmen's Compensation	81	88	7
100-4-12535-0000	UTILITY COLLECTIONS & BILLING *****			
100-4-12535-1101	Salaries and Wages - Regular	193,403	199,704	6,301
100-4-12535-2100	FICA	14,795	15,278	483
100-4-12535-2210	Retirement - VRS	26,051	26,900	849
100-4-12535-2400	Group Life Insurance	2,592	2,676	84
100-4-12535-2720	Workmen's Compensation	174	180	6
100-4-12560-0000	INFORMATION TECHNOLOGY*****			
100-4-12560-1101	Salaries and Wages - Regular	84,000	89,250	5,250
100-4-12560-2100	FICA	6,426	6,828	402
100-4-12560-2210	Retirement - VRS	11,315	12,022	707
100-4-12560-2400	Group Life Insurance	1,126	1,196	70
100-4-12560-2720	Workmen's Compensation	76	81	5
100-4-13100-0000	BOARD OF ELECTIONS *****			
100-4-13100-1101	Salaries and Wages - Regular	71,000	71,000	-
100-4-13100-1102	Salaries & Wages-Electoral Board	4,651	4,884	233
100-4-13100-1300	Salaries and Wages - Part time	20,584	20,584	-
100-4-13100-2100	FICA	7,363	7,380	17
100-4-13100-2210	Retirement - VRS	9,564	9,564	-
100-4-13100-2400	Group Life Insurance	951	952	1
100-4-13100-2720	Workmen's Compensation	83	83	-

100-4-31100-0000	POLICE ***			
100-4-31100-1101	Salaries and Wages - Regular	1,461,550	1,475,164	13,614
100-4-31100-1300	Salaries and Wages - Part Time	62,790	74,736	11,946
100-4-31100-2100	FICA	141,079	143,035	1,956
100-4-31100-2210	Retirement - VRS	214,286	216,120	1,834
100-4-31100-2400	Group Life Insurance	21,317	21,500	183
100-4-31100-2720	Workmen's Compensation	62,954	63,605	651
100-4-31130-0000	E - 911 *****			
100-4-31130-1101	Salaries and Wages - Regular	380,520	391,831	11,311
100-4-31130-1300	Salaries and Wages - Part time	22,959	27,084	4,125
100-4-31130-2100	FICA	35,814	36,995	1,181
100-4-31130-2210	Retirement - VRS	51,256	52,780	1,524
100-4-31130-2400	Group Life Insurance	5,098	5,251	153
100-4-31130-2720	Workmen's Compensation	366	381	15
100-4-32100-0000	EMERGENCY MANAGEMENT SERVICES ***			
100-4-32100-1101	Salaries and Wages - Regular	2,909,563	2,985,420	75,857
100-4-32100-1200	Salaries and Wages - Overtime	445,008	624,860	179,852
100-4-32100-2100	FICA	269,096	274,487	5,391
100-4-32100-2210	Retirement - VRS	391,918	402,136	10,218
100-4-32100-2400	Group Life Insurance	38,988	40,005	1,017
100-4-32100-2720	Workmen's Compensation	152,179	156,059	3,880
100-4-34100-0000	BUILDING INSP & CODE ENFORCEMENT***			
100-4-34100-1101	Salaries and Wages - Regular	207,672	207,163	(509)
100-4-34100-2100	FICA	15,887	15,848	(39)
100-4-34100-2210	Retirement - VRS	27,973	27,905	(68)
100-4-34100-2400	Group Life Insurance	2,783	2,776	(7)
100-4-34100-2720	Workmen's Compensation	1,503	1,499	(4)
100-4-35100-0000	ANIMAL CONTROL*****			
100-4-35100-1101	Salaries and Wages - Regular	39,900	40,460	560
100-4-35100-1300	Salaries and Wages - Part time	20,996	22,303	1,307
100-4-35100-2100	FICA	4,686	4,829	143
100-4-35100-2210	Retirement - VRS	5,375	5,450	75
100-4-35100-2400	Group Life Insurance	535	542	7
100-4-35100-2720	Workmen's Compensation	1,570	1,592	22
100-4-41200-0000	PUBLIC WORKS-STREET MAINTENANCE****			
100-4-41200-1101	Salaries and Wages - Regular	611,818	704,464	92,646
100-4-41200-2100	FICA	46,804	53,892	7,088
100-4-41200-2210	Retirement - VRS	80,149	92,434	12,285
100-4-41200-2400	Group Life Insurance	7,973	9,196	1,223
100-4-41200-2720	Workmen's Compensation	31,276	35,926	4,650

100-4-41500-0000	PUBLIC WORKS-GARAGE****			
100-4-41500-1101	Salaries and Wages - Regular	167,080	210,098	43,018
100-4-41500-2100	FICA	12,782	16,073	3,291
100-4-41500-2210	Retirement - VRS	22,506	28,300	5,794
100-4-41500-2400	Group Life Insurance	2,239	2,816	577
100-4-41500-2720	Workmen's Compensation	4,177	5,253	1,076
100-4-43200-0000	BUILDING MAINTENANCE-GENERAL*****			
100-4-43200-1101	Salaries and Wages - Regular	475,881	492,434	16,553
100-4-43200-2100	FICA	36,405	37,672	1,267
100-4-43200-2210	Retirement - VRS	64,101	66,331	2,230
100-4-43200-2400	Group Life Insurance	6,377	6,599	222
100-4-43200-2720	Workmen's Compensation	9,137	9,455	318
100-4-43600-0000	BUILDING MAINTENANCE-CITY HALL****			
100-4-43600-1101	Salaries and Wages - Regular	28,392	32,006	3,614
100-4-43600-2100	FICA	2,172	2,449	277
100-4-43600-2210	Retirement - VRS	3,824	4,311	487
100-4-43600-2400	Group Life Insurance	380	429	49
100-4-43600-2720	Workmen's Compensation	545	615	70
100-4-43700-0000	BLDG MAINTENANCE-SOC SERVICES****			
100-4-43700-1300	Salaries and Wages - Part time	20,584	20,690	106
100-4-43700-2100	FICA	1,575	1,583	8
100-4-43700-2720	Workmen's Compensation	395	398	3
100-4-43800-0000	BUILDING MAINTENANCE-HEALTH DEPT***			
100-4-43800-1300	Salaries and Wages - Part Time	20,584	21,610	1,026
100-4-43800-2100	FICA	1,575	1,653	78
100-4-43800-2720	Workmen's Compensation	395	415	20
100-4-71300-0000	RECREATION*****			
100-4-71300-1101	Salaries and Wages - Regular	205,753	223,475	17,722
100-4-71300-1300	Salaries and Wages - Part time	63,639	63,764	125
100-4-71300-2100	FICA	20,474	21,974	1,500
100-4-71300-2210	Retirement - VRS	27,480	30,102	2,622
100-4-71300-2400	Group Life Insurance	2,734	2,995	261
100-4-71300-2720	Workmen's Compensation	6,745	7,239	494
100-4-81100-0000	PLANNING AND ZONING****			
100-4-81100-1101	Salaries and Wages - Regular	57,537	57,713	176
100-4-81100-2100	FICA	4,402	4,415	13
100-4-81100-2210	Retirement - VRS	7,750	7,774	24
100-4-81100-2400	Group Life Insurance	771	774	3
100-4-81100-2720	Workmen's Compensation	496	497	1

100-4-81600-0000	TOURISM *****			
100-4-81600-1101	Salaries and Wages - Regular	47,250	53,623	6,373
100-4-81600-2100	FICA	3,615	4,102	487
100-4-81600-2210	Retirement - VRS	6,365	7,223	858
100-4-81600-2400	Group Life Insurance	633	719	86
100-4-81600-2720	Workmen's Compensation	41	49	8
100-4-93100-0000	TRANSFERS*****			
100-4-93100-9273	Transfers to Airport Fund	43,113	51,848	8,735
				<u>\$ 617,026</u>

#2

501 WATER & SEWER FUND

REVENUE

501-3-41050-0300	Use of Unrestricted Net Position	\$ -	\$ 98,217	\$ 98,217
				<u>98,217</u>

EXPENDITURES

501-4-44112-0000	**WATER SERVICE**			
501-4-44112-1101	Salaries and Wages - Regular	\$ 263,206	311,760	\$ 48,554
501-4-44112-2100	FICA	20,135	23,850	3,715
501-4-44112-2210	Retirement - VRS	35,454	41,994	6,540
501-4-44112-2400	Group Life Insurance	3,527	4,178	651
501-4-44112-2720	Workmen's Compensation	8,238	9,758	1,520
501-4-44113-0000	SEWER SERVICE *****			
501-4-44113-1101	Salaries and Wages - Regular	60,130	69,705	9,575
501-4-44113-2100	FICA	4,600	5,333	733
501-4-44113-2210	Retirement - VRS	8,100	9,390	1,290
501-4-44113-2400	Group Life Insurance	806	934	128
501-4-44113-2720	Workmen's Compensation	782	906	124
501-4-44120-0000	WASTE WATER TREATMENT PLANT *****			
501-4-44120-1101	Salaries and Wages - Regular	171,347	191,860	20,513
501-4-44120-2100	FICA	13,108	14,678	1,570
501-4-44120-2210	Retirement - VRS	23,081	25,844	2,763
501-4-44120-2400	Group Life Insurance	2,296	2,571	275
501-4-44120-2720	Workmen's Compensation	2,228	2,494	266
				<u>\$ 98,217</u>

--

#3

502 SOLID WASTE FUND

REVENUE

502-3-41050-0300	Use of Unrestricted Net Position	\$	-	\$	20,083	\$	20,083
							<u>20,083</u>

EXPENDITURES

502-4-42300-1101	Salaries and Wages - Regular	\$	232,569	248,871	\$	16,302	
502-4-42300-2100	Fica		18,060	19,039		979	
502-4-42300-2210	Retirement - VRS		31,801	33,523		1,722	
502-4-42300-2400	Group Life Insurance		3,164	3,335		171	
502-4-42300-2720	Workmen's Compensation		16,786	17,695		909	
							<u>\$ 20,083</u>

#4

504 AIRPORT FUND

REVENUE

504-3-41050-0100	Transfer From General Fund	\$	-	\$	8,735	\$	8,735
							<u>8,735</u>

EXPENDITURES

504-4-20010-1101	Salaries and Wages - Regular	\$	42,840	49,854	\$	7,014	
504-4-20010-2100	FICA		3,277	3,814		537	
504-4-20010-2210	Retirement - VRS		5,771	6,716		945	
504-4-20010-2400	Group Life Insurance		574	668		94	
504-4-20010-2720	Workmen's Compensation		887	1,032		145	
							<u>\$ 8,735</u>

#5

505 ELECTRIC FUND

REVENUE

505-3-41050-0060	Use of Unrestricted Net Position	\$	-	\$	7,504	\$	7,504
							<u>7,504</u>

EXPENDITURES

505-4-20010-1101	Salaries and Wages - Regular	\$	1,092,435	\$ 1,096,996	\$	4,561	
505-4-20010-1300	Salaries and Wages - Part time		31,668	33,417		1,749	
505-4-20010-2100	FICA		85,994	86,477		483	
505-4-20010-2210	Retirement - VRS		147,151	147,766		615	
505-4-20010-2400	Group Life Insurance		14,639	14,700		61	
505-4-20010-2720	Workmen's Compensation		13,887	13,922		35	
							<u>\$ 7,504</u>

Certified copy of resolution adopted by Franklin City Council.

Clerk to the City Council



*Office of the City Manager
Amanda C. Jarratt*

November 4, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: 5th Judicial Circuit Drug Treatment Court Overview

Background Information

Terry Tate the 5th Judicial Circuit Drug Treatment Court Coordinator will brief Franklin City Council on the program and its benefits.

Needed Action

None at this time.



Fifth Judicial Circuit Drug Treatment Court



Honorable Judge Wayne Farmer

Coordinator: Terry Tate

Clinician: Latifah Whitfield

Case Managers: Kim Hoskie & Dametrice Goodwyn

Mission Statement

To provide a judicially-supervised, cost-effective, collaborative approach for handling court-involved individuals with substance use disorders that promotes public safety, ensures accountability, and transforms participants into productive members of the community through quality, compassionate treatment.

What is Drug Court?

An intensive 5 phase treatment program for the purpose of treating non-violent offenders with significant substance use disorders.

Drug Treatment Court combines case processing, treatment service and offender accountability under the leadership of the court.

Drug Court focuses on treating the underlying cause of criminality and using cognitive behavioral tactics to protect against relapse.

Drug Court reduces the number of people in jail, on supervised probation, and breaks the substance abuse to prison cycle.

What We Know

Since 2011 Opioid deaths in Virginia have **increased 500%**, and traditional criminal justice routes aren't working.

- Less than **20%** of inmates with SUD receive any kind of formal treatment
- These individuals are **12xs** more likely to overdose within 2 weeks of release
- 2 out 3 inmates in VA have a substance use disorder
- In VA **68% of** the DOC prison and non prison population need SUD treatment



Why Drug Court Works

Provides Safer communities:

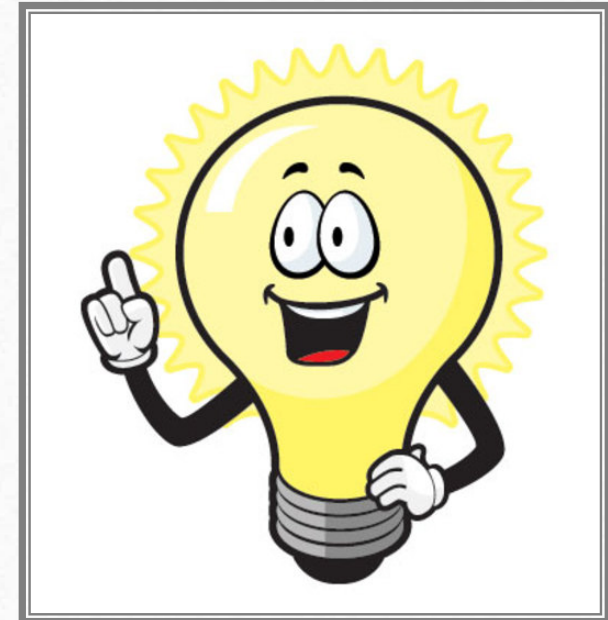
- Property crime arrests for participants **decreased** by 29%
- Personal crime arrests for participants **decreased** by 36%

Increases employment rates:

- 79% of individuals who complete Drug Court are employed, compared to 32% of people who only complete supervision and 7% of people who only serve active incarceration time.

Community cost savings:

- Cost to incarcerate one person annually: **\$21,000**
- Cost for one person for one year of drug court: **\$2,500-\$4,000**
- For every \$1 spent on drug court, communities **receive \$2-4 in return benefits.**





*Thank you all for
your time, support,
and contributions!*

Mission

To provide a judicially-supervised, cost-effective, collaborative approach for handling court-involved individuals with substance use disorders that promotes public safety, ensures accountability, and transforms participants into productive members of the community through quality, compassionate treatment.

“If you want something you never had, you have to do something you have never done.”

-Thomas Jefferson

Fifth Judicial Circuit Drug Treatment Court Program

Serving Isle of Wight, Southampton and Suffolk



Administrative Office

135 S. Saratoga St.

Suffolk, Va. 23434

Office : 757- 935-5160

Coordinator : Terry Tate



"If you aim at
nothing, you will hit
it every time"

Author Unknown

FACTS

1. Since 2011 Opioid deaths in Virginia have increased 500%, and traditional criminal justice routes aren't working.
2. **Provides Safer communities:**
Property crime arrests for participants **decreased** by 29%
Personal crime arrests for participants **decreased** by 36%
3. **Increases employment rates:**
79% of individuals who complete Drug Court are employed, compared to 32% of people who only complete supervision and 7% of people who only serve active incarceration time.
4. **Community cost savings:**
For every \$1 spent on drug court, communities receive \$2-4 in return benefits.
Cost to incarcerate one person annually: \$21,299
Cost for one person for one year of drug court: \$2,500-4,000

*"You don't have to see the whole staircase. Just take the first step."
– Martin Luther King Jr.*

What is Drug Court?

An intensive treatment program for the purpose of treating non-violent felony offenders who are dependent on drugs and/or alcohol.

Drug Treatment Court combines case processing, treatment service and offender accountability under the leadership of the court.

Drug Courts are a comprehensive approach to substance use disorders; treating the underlying cause of criminality and using cognitive behavioral tactics to protect against relapse.

Drug Court reduces the number of people in jail and on supervised probation. They break the substance abuse to prison cycle.

Drug Treatment Court Team

- **Honorable Judge L. Wayne Farmer**
- **Prosecutor**
- **Public Defender/Defense Attorney**
- **Drug Court Staff**
- **Western Tidewater Community Services Board**
- **Probation and Parole**
- **Sheriff's Department**

"Sobriety was the best gift I ever gave myself"

-Rob Lowe



Office of the City Manager
Amanda C. Jarratt

November 4, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: 2023 Legislative Agenda

Background Information

Attached for information is the regional legislative agenda adopted by the Hampton Roads Planning District Commission. In addition, there are several issues that have local ramifications that Franklin City Council may consider taking specific action on. These items are as follows:

- Regional Correction Facilities- SB 581 Workgroup on inmate fee assessments
 - During the 2022 General Assembly Session Senate Bill 581 passed; the bill required a workgroup to convene to assess the fees charged to an inmate and report the findings by December 1, 2022. The City is in opposition to any amendments to the current fee/commission structure of local or regional jail facilities; fees/commission include those related to the cost of the inmate's keep, services, commissaries, and electric visitation systems. Amendments to the fee structure will place an unnecessary burden upon the localities who share financial responsibility of local and regional jails, and should be replaced with revenue neutral sources if amendments are recommended.
- Increased support assisting Public Safety officials with management of individuals with mental health challenges
 - The City requests the development of a comprehensive strategy to better support law enforcement and other public safety officials in responding to mental health situations and significantly reduce the role of law enforcement officers in mental health patient transportation. In addition, the City is requesting the flexibility to engage other qualified professionals to provide transportation and oversight during the handling of mental health patients through local government contracts, or any other means. This would greatly assist in reducing the demands placed on local police forces.
- Retired Law Enforcement Officer Flexibility
 - To address the growing public safety needs, the City supports legislation to allow state authorization through the Virginia Retirement System to allow retired law enforcement officers to perform full time duties, when necessary.

Needed Action

Adopt the draft legislative agenda and have these items forwarded to the City of Franklin's representation in the General Assembly.

Potential Regional Legislative Priorities

Hampton Roads Planning District Commission
Hampton Roads Transportation Planning Organization
October 20, 2022

Regional Legislative Committee

Andria McClellan, Norfolk

Mayor Donnie Tuck, Hampton

David Jenkins, Newport News

William McCarty, Isle of Wight

Mary Bunting, Hampton

Chris Price, Chesapeake

HRPDC Chair

HRTPO Chair

HRPDC Vice Chair

HRTPO Vice Chair

CAO Chair

CAO Vice Chair

Regional Legislative Agenda

- Complementary, not in conflict with local legislative priorities
- Regional Legislative Agenda
 - Short List of Regional Priorities
 - Important to have unanimous support of region's localities

2022 Session

- Funding for I-64 Gap
- 3rd Passenger Rail Train to Norfolk
- 2nd Passenger Rail Train to Newport News
- Economic Development Site Readiness Funding
- Increased Flexibility for Broadband Funding through State VATI Program
- Increased discussion regarding Coastal Resiliency – Commonwealth Flood Board

- ERC Tolls - Increased low income toll relief for low income residents
- UASI Funding – remained stable at \$3.4 Million

Process

- July 21:** HRPDC and HRTPO Board
- August 11:** HRPDC/HRTPO Community Advisory Committee
- August 22:** HRPDC Coastal Resilience Subcommittee
- August 29:** Regional Legislative Committee and Legislative Liaisons
- Sept 7:** CAO Committee
- Sept 16:** HRTPO Elizabeth River Crossing Task Force
- Sept 22:** Mayor/CAO Roundtable on Violence and Crime Prevention
- October 19:** HRPDC/HRTPO Community Advisory Committee

2023 Regional Legislative Priorities

Transportation

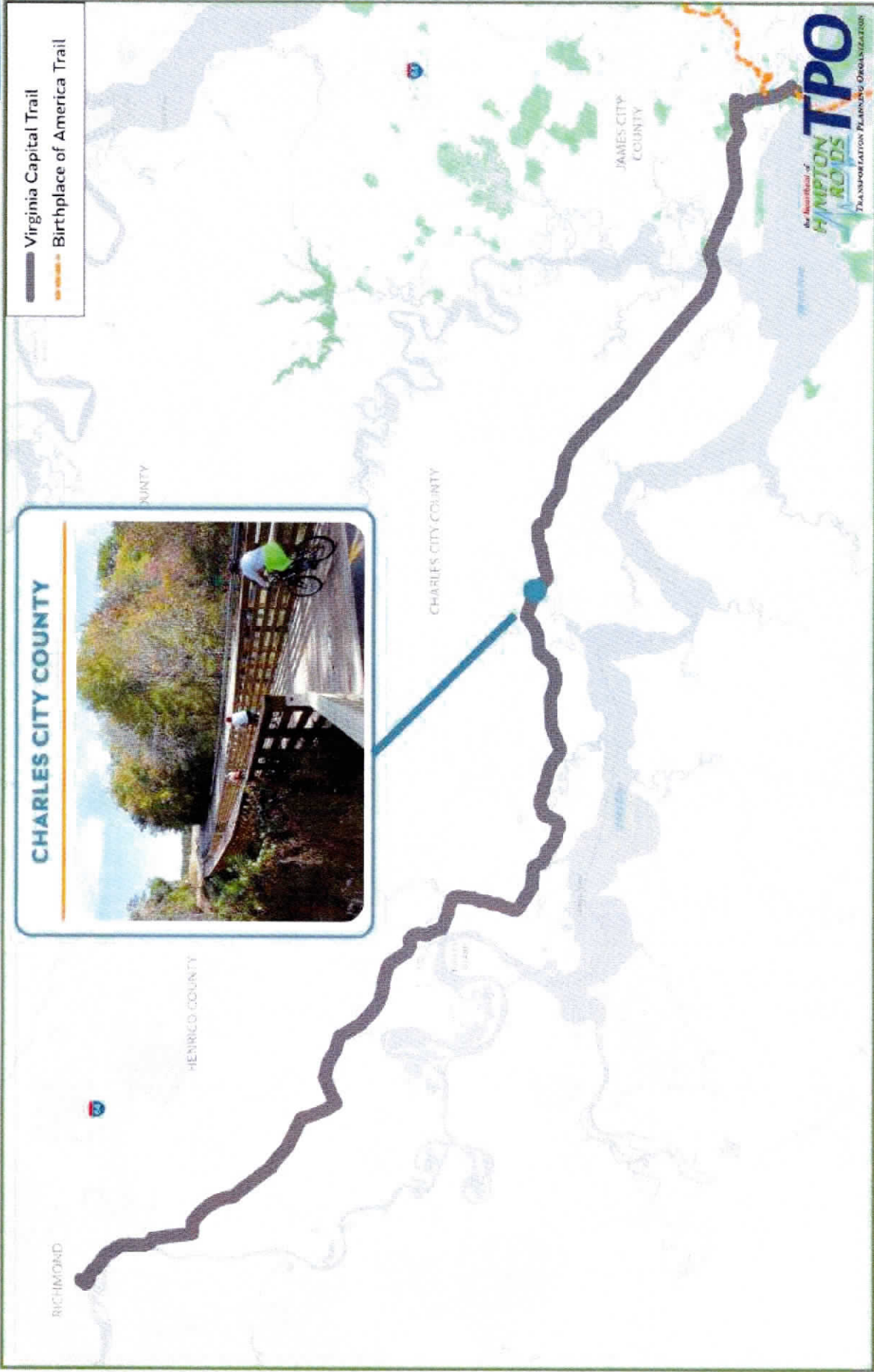
- Full funding for I-64 Gap
- Elizabeth River Crossings Toll Agreement
- Enhanced Passenger Rail Service from Hampton Roads to I-95 corridor
- Funding to construct the Virginia Capital Trail Extension
- Transit Funding – preserve and provide adequate funding to support the region’s public transit systems (HRT, WATA and Suffolk)

I-64 Gap

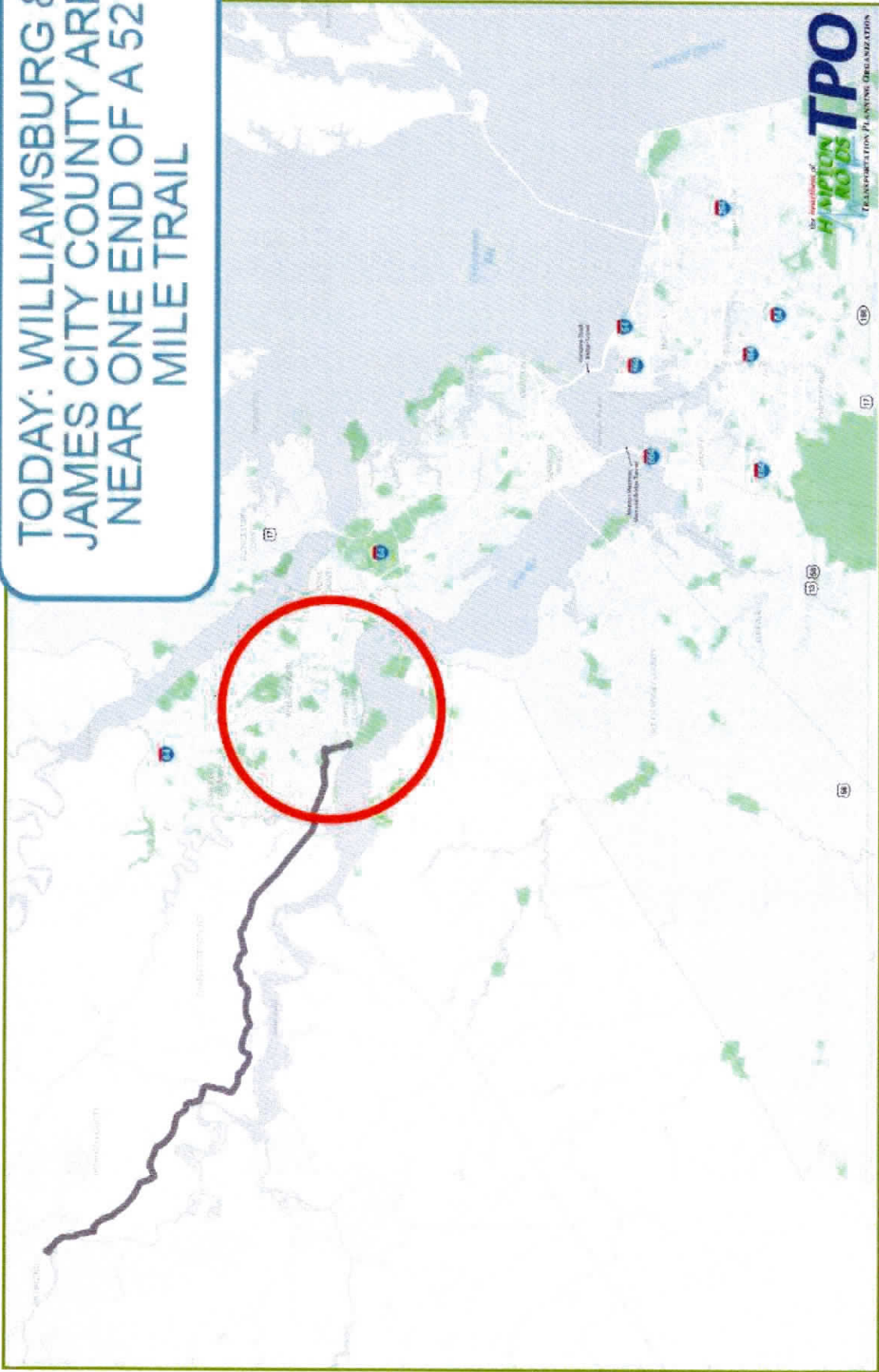
First 3 phases of I-64 improvements on Peninsula
HRTAC contributed \$311 M

29 mile gap from Exit 234 to Exit 205 (9 miles in Hampton Roads)
Total Cost of 29-mile gap estimated at \$750 M

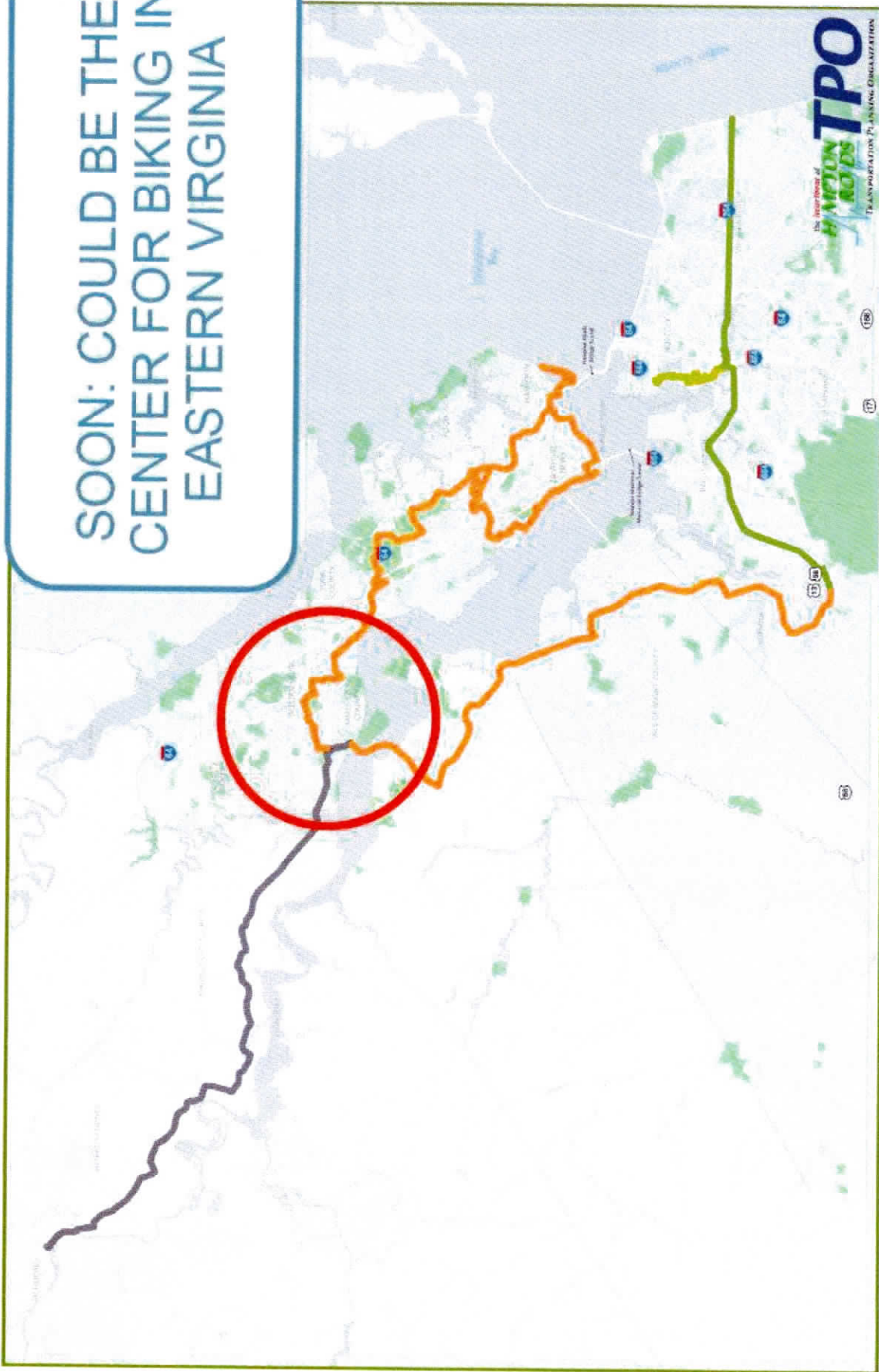
State Budget Year 1:	\$300 M
State Budget Year 2:	<u>\$150 M</u>
	\$450 M
Federal Funding Request:	<u>\$150 M</u>
	\$600 M
CVTA	<u>\$100 M</u>
	\$700 M



TODAY: WILLIAMSBURG &
JAMES CITY COUNTY ARE
NEAR ONE END OF A 52
MILE TRAIL



SOON: COULD BE THE
CENTER FOR BIKING IN
EASTERN VIRGINIA



Walking and Biking Trails

- Fall Line Trail
- Eastern Shore Trail
- Shenandoah Trail

Make the “Big 3” the “Big 4”

Include the BoAT/Cap Trail Extension in State funding considerations (Peninsula and Southside)

Public Safety Regional Legislative Priorities

Temporary Detention Order Roles

- Provide State assistance to decrease the time demands that Temporary Detention Order (TDO) responsibilities place on our locality police departments.
- Request State funding to provide needed mental health resources/staff to transition TDO responsibilities away from local police officers.
- Provide flexibility for other qualified professionals to perform TDO duties, allow localities opportunity to contract for these services to reduce demands on local police forces

Conflict Resolution

- Request State financial assistance to incorporate conflict resolution/mediation skills into school system curriculums (K-12)
- Include as component of Standards of Learning

Retired Law Enforcement

- Provide State authorization through the Virginia Retirement System to allow retired law enforcement officers to perform full time duties to address local public safety needs

Technology

- Request that priority be given to a study that evaluates the Code of Virginia to determine barriers and opportunities regarding the use of technology to address Violence and Crime

Commonwealth Resilience

- Request that the Commonwealth of Virginia establish a dedicated, reliable and ongoing funding source for flood prevention projects
- To protect the Commonwealth's bond rating, the Commonwealth should create a structure for coordination between State agencies, departments and regions – consider requesting a study on a structure that ensures collaboration among State agencies

Other Regional Legislative Priorities

- State Support for Jefferson Lab
- Support for Offshore Wind
- Economic Development Site Readiness

Other Regional Legislative Priorities

- Oppose and reject legislation that would impose new unfunded mandates and fiscal responsibilities on local governments
- Public Meeting Notices – allow localities flexibility to utilize electronic options
- Housing – support programs and policies that promote housing opportunities for all

2023 Regional Legislative Priorities

- Full funding for I-64 Gap
- Elizabeth River Crossings Toll Agreement
- Enhanced Passenger Rail Service from Hampton Roads to I-95 corridor
- BoAT Trail Funding/Cap Trail Extension
- Decrease Time Demands of Temporary Detention Order Duties
- Conflict Resolution/Mediation Skills in School Curriculum
- Allow Retired Law Enforcement Officers to Perform Full Time Local Public Safety Duties
- Request Study to Evaluate Code of VA Regarding Use of Technology to Address Crime/Violence
- Dedicated State/Federal Funding for Flooding/Resiliency
- Coastal Resiliency – Structure for State Coordination for Resiliency/Flood Prevention
- State Support for Jefferson Lab
- State Support for Offshore Wind
- Economic Development Site Readiness
- Adequate Transit Funding
- Oppose Unfunded Mandates
- Support Housing Programs and Policies that Promote Housing for All
- Public Meeting Notices – Allow Flexibility for Electronic Options



*Office of The Director of Tourism
Carson S. Blythe*

The City of Franklin, VA has approximately 8,100 residents and covers an area of just over 8 square miles. Tourism efforts for the City of Franklin are handled jointly between the City of Franklin Tourism Department and the Visit Franklin Southampton brand, managed by Franklin Southampton Economic Development. Tourism and travel took a massive hit with the onset of the COVID-19 pandemic in 2020, which prompted the creation of The American Rescue Plan Act. The \$1.9 trillion stimulus bill was passed in 2021 and included \$350 billion in state and local government funding to address business/revenue losses incurred during the pandemic. The state of Virginia has appropriated \$50 million to the Virginia Tourism Authority that was dispersed amongst all 133 Virginia counties and independent cities based on the relative share of each locality to total state tax revenue attributable to tourism in 2019. The City of Franklin has received \$30,000 in ARPA tourism funding.

The main objectives for use of the \$30,000 are to improve tourist events, educate visitors, and market the area as a desirable day trip destination. As the tourism and travel industries begin to work towards pre-pandemic success, it is imperative that the City of Franklin becomes a part of the conversation when tourists are planning where to visit and spend their money. The following are the avenues we plan to utilize in order to accomplish these objectives:

As members of the Coastal Virginia Tourism Alliance (CVTA), we plan to participate along with all other members of the group in regional marketing initiatives targeting visitor transportation hubs, including the two regional airports (Norfolk International and Newport News Williamsburg International), AMTRAK stations, Half Moon Cruise Terminal, Virginia Welcome Centers, and prevalent visitor origination points that patronize our region collectively. Media will include Coastal Virginia signage, billboards, video, geo-fencing, digital advertising, and print. Each member of CVTA has agreed to appropriate 5% of their ARPA funding to this initiative. Franklin/Southampton shares one collective membership to CVTA, therefore we will be splitting the 5% between our two localities, resulting in Franklin contributing 2.5% which equates to \$750.

Special events are a key component in tourism, as they not only attract visitors for the event, but also expose those visitors to what our area has to offer that they might not have known about otherwise. We plan to appropriate a portion of our ARPA funds to two special events to assist with operational costs, event improvements, and marketing/advertising to attract out of town visitors.

- Franklin's annual Independence Day Celebration attracts upwards of 1,000 patrons to our Historic Downtown area for an evening of shopping, dining, live music, and fireworks. We plan to appropriate \$5,000 to this event to help elevate it from a local

community event, to a true tourist attraction for those living in surrounding cities/counties.

- Juneteenth Cultural Festival is a new and upcoming event that will recognize and celebrate the Juneteenth holiday. The event plans to offer a variety of attractions including a parade, band competition, vendors, historical plays, etc. This event is intended to attract thousands of visitors to the Franklin area and become an annual national event. We plan to appropriate \$5,000 to this event as capital towards event production and promotion/marketing.

Educating visitors is another major component in successful tourism efforts. In addition to the \$30,000 in ARPA tourism specific funding, the Tourism Department also received \$25,000 in general ARPA funding. That funding is being utilized to update the Franklin Visitor Center through the addition of interpretive panels in the right room of the VC. That project is currently under contract with Capitol Museum Services and is expected to be completed by the end of 2022. Updates to the visitor center will provide an educational resource to both the community and visitors regarding the history of Franklin and current attractions that the City has to offer.

There has been a significant amount of inquiries for a map of the area and we currently do not have any print resource to offer to meet that request. We feel that this resource would be a great addition to not only our visitor center but to other visitor centers in surrounding localities as well, to assist and attract visitors. We plan to appropriate \$5,000 to the design and production of a map/brochure showcasing the entire City of Franklin as well as a zoomed in snippet of the Historic Downtown area.

Another large portion of our funding will go towards hiring a photographer (Kyle Laferriere) to complete a 2-day shoot within the City in the Spring and Fall of 2023. The shoot would cover various assets offered by the City including new/existing outdoor recreation, local businesses/products, the Blackwater river, dining options, etc. Deliverables from the shoot(s) would include 200+ edited images. The goal of this portion is to provide high quality content that will then be used within marketing materials and campaigns by both the City Tourism Department and the Visit Franklin Southampton brand. This project is projected to cost \$10,000 or less and will then be used in 3 specific marketing channels along with in-house marketing.

The first will be the Virginia is for Lovers e-newsletter that has 250,000+ subscribers. The plan is to run an ad 2 times with one being in the Sites/Attractions section at the secondary position highlighting upcoming events and the second to be in the outdoor feature section highlighting new outdoor parks/recreation opportunities in Franklin. These two ads will total \$1,200 and will run after the completion of the photoshoot(s) in 2023. The intent is to run the ads in Fall 2023 and Spring 2024.

Second, we plan to advertise with Blue Ridge Outdoors, to highlight the various outdoor recreation options in the City. This is a reach from our normal target market, however, with the various upcoming developments in outdoor recreation in Franklin, we feel this is an excellent time to expand that reach and highlight our new and upcoming assets. We plan to utilize their “Digital content marketing package” that includes: Choice of web ad, sponsored post & boosted Facebook share, (2) Instagram story tile campaigns (6 tiles total), and 1 e-newsletter ad for a total of \$1,995.

Third and finally, we would like to advertise with VistaGraphics in the Coastal Virginia Magazine, should the budget allow. With Franklin being an ideal day trip destination, this avenue will allow us an opportunity to reach those “local visitors” from nearby localities. With 50,000 subscribers, we would like to commit to advertising in the Cova Scene weekly newsletter. Ad features range in pricing from \$80-\$475, and we plan to utilize the remaining \$1,055 of ARPA funding to participate in a combination of those ad offerings in the Cova Scene newsletter.

The City of Franklin Tourism Department fully understands the significance of utilizing this \$30,000 in funding to its maximum potential; Which is why we have carefully appropriated the funds to capitalize on multiple objectives. We are thrilled for the opportunity to showcase what the City of Franklin has to offer and are excited for the future of tourism in Franklin!

Proposed Budget Overview:

Budget Item:	Cost:
Coastal Virginia Tourism Alliance – Group Marketing Initiative	\$750
Independence Day Celebration	\$5,000
Juneteenth Cultural Festival	\$5,000
Design and Print of Map/Brochure	\$5,000
Photography/Videography for Content Creation	<\$10,000
Virginia is for Lovers E-Newsletter Advertising	\$1,200
Blue Ridge Outdoors Digital Advertising	\$1,995
Cova Scene E-Newsletter Advertising	\$1,055
	Total: \$30,000

*Please note that all above pricing is based on current 2022 rates/quotes.



*Office of the City Manager
Amanda C. Jarratt*

November 8, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Juneteenth Cultural Celebration aka Virginia Mardi Gras

Background Information

Councilman McLemore will provide an update on the Juneteenth Cultural Celebration aka Virginia Mardi Gras. A proposed resolution was distributed for your consideration and is attached.

Needed Action

Provide direction to staff on the attached resolution.



**Juneteenth Cultural Celebration aka Virginia Mardi Gras
Resolution # 2022-26**

WHEREAS, Juneteenth, also known as Freedom Day, Jubilee Day, Liberation Day, and Emancipation Day, celebrates the emancipation of those who had been enslaved in the United States; and,

WHEREAS, the association with the geography of Franklin and Southampton with slavery our area is conducive to host a national tourist destination event with the Juneteenth Cultural Celebration to take place on the weekend of June 19th.

WHEREAS, Franklin City Council has voted to pursue the implementation of the Juneteenth Cultural Celebration and solicit cooperation of the remainder of the Hampton Roads Region prior to implementation of large events in their own communities; and

WHEREAS, the sixteen cities and counties of Hampton Roads embrace this historic event and support the joint efforts of the planning and execution of the Juneteenth Cultural Celebration; and

WHEREAS, Hampton Roads recognizes the importance and potential great benefit to the region and state of this rare opportunity; and

WHEREAS, Gregory McLemore, being the creator and introducer of this tourism concept. We the City Council of Franklin, Virginia do hereby charge him with the task of bringing this concept to fruition.

WHEREAS, Gregory McLemore will be tasked with selecting and organizing a planning committee for the event that will include City staff to participate and report to Council with monthly updates on progress and grant resource requests and allocation; and

NOW, THEREFORE, BE IT RESOLVED, that the Franklin City Council does hereby pledge support of Juneteenth Cultural Celebration/Virginia Mardi Gras and encourages all citizens of the region and State to join in the creation of a national tourist destination for Franklin, and another for the Commonwealth of Virginia.

Signed this ___th day of November 2022

Frank M. Rabil, Mayor
City of Franklin, Virginia



*Office of the City Manager
Amanda C. Jarratt*

November 4, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City Manager's Report

General Updates

- Staff continues to work on the various capital projects approved by City Council.
- Staff continues to work with DHCD and Summit Engineering on the Laurel Street CDBG Grant. Client intake and income verifications have begun.
- A public information session as a part of the Department of Rail and Public Transit grant will be held on November 15, 2022 at the Franklin Business Center from 5:00 p.m. to 7:00 p.m.
- Staff continues to meet with regional partners to discuss next steps on the regional radio system as well as violence and crime prevention.

Community Events

- Downtown Open House November 12th
- Small Business Saturday November 26th
- Holiday Parade December 2nd